



SAM'S VIDEO PRODUCTIONS CONTRACT/ AGREEMENT

2746 Bartlett Blvd. Bartlett, TN 38134 901-458-4333 800-514-6802 Fax 901-507-7879

TYPE OF EVENT _____

EVENT TITLE _____

CITY _____ STATE _____ ZIP _____

BOOKED BY: _____ PHONE _____ ALT# _____

ADDRESS _____ E-mail _____

CITY _____ STATE _____ ZIP _____

COORDINATOR _____ PHONE _____

DATE OF EVENT _____ TIME _____

EVENT LOCATION _____

ADDRESS _____

ADDITIONAL INFORMATION _____

Amount of Event \$ _____ + Tax \$ _____ - Deposit Paid \$ _____ Balance Due \$ _____ by _____

TERMS/CONDITION

Deposit/Cancellation

Customer agrees to pay a deposit of \$200.00 to reserve date for wedding. The remaining balance must be paid one month prior to wedding in order for services to be rendered by SVP. In the event of cancellation all monies shall be non-refundable.

MATERIALS

Customer agrees to deliver the following materials to Sam's Video Productions at least two weeks or more prior to wedding: program (draft), invitation, 4 songs on CD, and photographs. Sam's Video Productions will exercise care with respect to preservation of materials provided. Material will be returned to customer in same condition as supplied to SVP.

VIDEOTAPING REQUIREMENTS

The bride is responsible for informing Sam's Video Productions of any videotaping restrictions. Sam's Video Productions is granted full rights of videotaping your wedding and / or reception. There should be neither interference nor distractions from family members or friends with video cameras or photo cameras. A list of persons to be interviewed at the reception must be submitted to the videographer with a person designated to take the videographer to those persons. We suggest you keep the list short to include only parents, grandparents, a few close relatives and friends.

PERMISSION/ COPY RIGHTS

It is the responsibility of the client to obtain permission to use video/ photographs depicting other individuals in video. We retain the right to use portions of videotape for promotional use. SVP shall retain all rights for reproduction or copy right of your videotape. All original tapes and edited masters are property of Sam's Video Productions. Edited copies are kept on file for 90 days.

MODIFICATIONS / EDITING TIME

Upon delivery of the final product to customer, customer has 10 days to submit tape back to Sam's Video Productions for misspelled words at no cost. After 10 days there will be an editing cost assessed @ \$100.00 per hour.

LODGING/ TRAVEL/ PARKING

It is the responsibility of the customer for any parking, permits, passes, mileage and /or overnight stay charges. Any event site outside of the operating area of Shelby County may require lodging.

EDITING TIME/ DELIVERY OF TAPE

Sam's Video Productions will make reasonable efforts to surrender the final products to the customer as soon as possible. Customer understands that editing of the wedding video will be approximately 8 – 10 weeks after the event.

I (Client) agree that I have read this contract and understand it fully. I will abide by the terms and conditions stated.

Client Name

Date

Sam's Video Productions Representative

Date

CONGRATULATIONS AND THANK YOU FOR SELECTING SAM'S VIDEO PRODUCTIONS!