



908 Broad Street - Suite A  
 Augusta, Georgia 30901  
 Phone (706) 836-4393  
 www.classicimpression.com

# EDUCATIONAL OR EVENT PHOTOGRAPHY CONTRACT

Today's Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 Company or School: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Cell: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_

**Description of photography services to be provided.**  
 (Student names and faculty, if requested, furnished in a Microsoft Excel document)  
 Please select what category you would like Classic Impression to photograph.  
 Students  Classroom Photos  Prom  Seniors  Graduation  Recreation  
 Band  Special Event  Other \_\_\_\_\_  
 Approximately how many people expected to be photographed: \_\_\_\_\_  
 Location for Photography: \_\_\_\_\_  
 Scheduled Date: \_\_\_\_\_ Time: \_\_\_\_\_

If more than one proof is needed for the client, please list how many proofs. \_\_\_\_\_  
 Request  Color  Black-and-White  Both  Special: \_\_\_\_\_

Special services, if required: \_\_\_\_\_

Special usage requirements: \_\_\_\_\_

**BASIC PACKAGE PRICES** (Please note *À la carte* may be added to packages.)  
 Plus \$6.00 shipping (Free weekly delivery to schools/events for 2 months allocated for the orders)

	8" x 10"	5" x 7"	4" x 6"	Wallets (2.5" x 3.5")	Price
Package 1	2	3	4		\$20.00
Package 2	4	3	8		\$30.00
Package 3	1	4	6	16	\$40.00
Package 4	2	6	6	16	\$60.00
Package 5	6	6	6	24	\$100.00
Package 6	6	8	9	16	\$130.00
Package 7	8	8	9	24	\$150.00

**RECREATION PACKAGE PRICES** Plus \$6.00 shipping - Extra Team Photo \$15.00

	Card Team	Team 8"x10"	8"x10"	5"x7"	4"x6"	Wallets	Price
Package 1	2	1		1	2	4	\$20.00
Package 2	2	1		2	3	8	\$30.00
Package 3	2	1	1	2	6	8	\$40.00
Package 4	8	1	2	4	3	8	\$60.00
Package 5	16	2	4	6	6	8	\$100.00
Package 6	16	2	6	6	9	16	\$130.00
Package 7	16	4	6	7	9	24	\$150.00

## ASK ABOUT OUR RECREATION PHOTO PROGRAMS

### Cancellation Fees Without Two Weeks Notice

Photographers Fee: \$300  
 Photographer Assistant Fee: \$75  
 Any Special Booking Fees: Example Santa, Clown, etc.  
 Any fees that were incurred by Classic Impression concerning your event  
 Travel mileage if outside the CSRA area: \$1.00 per mile  
 Any custom backdrops or props that had to be purchased for your event

Classic Impression reserves all rights to refuse any photo project it finds unsuitable.

## Additional Charges If Applicable

Package fees are based on the Photographers Standard Package Price and include the photographs described therein.  
 If the fee is not based on a package but is a session fee, all photographs shall be billed in addition to the fee and in accordance with the Standard Package Price. In addition to either the package fee or the session fee, the extra charges set forth below shall be billed if and when incurred. If you are exempted from all fees you may work off the bracket system. Please see Educational Proposal for more information.

### For Classic Impression use ONLY!

Event percentage fee: \_\_\_\_\_  
 Custom package fee: \$ \_\_\_\_\_  
 Fee without package \$ \_\_\_\_\_  
 Hourly fee \$ \_\_\_\_\_  
 Overtime \$ \_\_\_\_\_

### Extra Charges

**Additional print(s)** \$ \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

**Frame(s)** \$ \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

**Album(s)** \$ \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

Quantity: \_\_\_\_\_ Sizes: \_\_\_\_\_

CDs: \$ \_\_\_\_\_

Sitting Fees: \$ \_\_\_\_\_

Re-sitting fee: \$ \_\_\_\_\_

Special retouching: \$ \_\_\_\_\_

Special finishes: \$ \_\_\_\_\_

Rush services: \$ \_\_\_\_\_

Unreturned previews: \$ \_\_\_\_\_

Travel: \$ \_\_\_\_\_

Other: \_\_\_\_\_

Subtotal \$ \_\_\_\_\_

Sales tax \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

Less Deposit \$ \_\_\_\_\_

Balance Due \$ \_\_\_\_\_

### Payment Information

Cash  Check  Am Ex  MC  VISA

Name on Card \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Exp. Date \_\_\_\_\_ CVC \_\_\_\_\_

Signature \_\_\_\_\_

## Cancellation Policy

The Client understands any cancellation or postponement must be made two weeks prior to the event and any monies given to Classic Impression is non-refundable. If notice of cancellation is not given two weeks prior to the event, a fee of \$300 plus any expenses incurred by Classic Impression will be due the day of the event (see Cancellation Fees). Cancellation two weeks prior must be made by the client speaking directly with a representative of Classic Impression, or sending an e-mail to arrive two weeks prior the scheduled event. You will receive written confirmation from Classic Impression regarding cancellation. The e-mail and phone numbers are listed on the [www.classicimpression.com](http://www.classicimpression.com) web-site.

Classic Impression will make every effort to accommodate postponements as long as there are no scheduling conflicts.

Classic Impression reserves all rights to cancel or reschedule a shoot. If Classic Impression cancels a shoot and we cannot reschedule the shoot, Classic Impression will only refund any money that was collected by this contract.

If the photographer cannot perform this contract due to fire or other casualty, theft, strike, denial of admission onto property, denial to allow photography by property owner/manager, equipment failure, inadequate electrical service, inadequate space, lighting or color balance problems, act of God, or other cause beyond the control of the parties, or due to photographer's illness or emergency, then the photographer shall return the retainer to the Client but shall have no further liability with respect to the Contract. This limitation on liability shall also apply in the event that photographic materials are damaged in processing, lost through camera or computer malfunction, lost in the mail, or otherwise lost or damaged without fault on the part of the photographer. Although all care will be taken with the digital media and photographs taken at the event, the Client agrees that the photographer limits any liability for loss, damage, or failure to deliver pictures, for any reason, to no more than the return of all payments made to Classic Impression Photography. In the event of printing equipment failure or time constraints that don't allow us enough time to complete our on-site printing, any prints that are not delivered on site will be mailed to the client who purchased them as an expense to Classic Impression.

In the event inclement weather, rain, a tropical storm or a hurricane prohibits the photo shoot, Classic Impression will make every effort to reschedule the photo shoot. If the shoot can not be rescheduled, Classic Impression will only refund any money collected by this contract.

### Notice of Copyright and Reproduction

All images are copyrighted and prior property of Classic Impression. Classic Impression retains the right to sell, copy, display, and/or publish any/all images created under this agreement to the general public, for any reason, including but not limited to advertising, marketing, sales, print competitions, educational seminars, and monetary gain. The mediums for display could include newspapers, magazines, books, television, and the Internet, but are not limited to only those mediums. The Photographer retains these rights even if image files are turned over to the Client.

### Limitations for Client's Usage

The Client is obtaining prints or digital files for personal or marketing use only, and shall not sell images or prints or authorize any reproductions thereof by parties other than the companies contracted in this agreement. It is a violation of Federal Copyright Law to allow photographs created by Classic Impression to be digitally reproduced, copied or scanned without written permission. Any use for general public or for monetary gain will be considered copyright infringement. The Client must obtain written permission and compensate Classic Impression prior to the Client or their friends and family publishing or selling the photographs for profit.

**Inside photography** - It is understood that no other photographer, amateur or professional, shall be allowed to photograph at the portrait shoot while the photographer is working.

**Outside photography** - The Photographer is the sole professional photographer allowed to photograph the event. Amateur photographers may take photos during an outdoor event if they do not interfere with the contracted photographer and are not shooting his same posed shots. If a problem arises with any

guests or attendees, the on-site event representative will be advised to handle the situation politely for us by enforcing the conditions of this contract.

**Cooperation** - The parties agree to cheerful cooperation and communication for the best possible result within the definition of this agreement. Classic Impression is not responsible for a key individual's failure to appear or cooperate during photography sessions or for missed images due to details not revealed to Classic Impression.

**The photographer(s)** will be a Classic Impression photographer(s). The photographer may substitute another photographer/studio to take the photographs in the event of photographer's illness, family emergencies or emergency scheduling conflicts. We don't foresee this happening, but in the event of such substitution, photographer warrants that the photographer taking the photographs shall be a competent professional and will be provided at no additional charge.

Classic Impression and its representatives shall not be held accountable for any unforeseen delays in the order(s), material defects, color fading of prints (all prints will fade over time), color balance problems with digital files or images due to improper or inadequate lighting at the event site that is beyond the control of the photographer, grainy files which are usually caused by inadequate lighting or having to photograph images in available light or mixed lighting at high ISO settings, missed shots or lab mistakes. Copies of digital images will be stored on hard drives and can be made available up to one year after the event for a nominal fee.

**Travel Expenses:** For all events, Clients agree to pay for any related expenses that Classic Impression incurs as a result of this agreement. For all events outside of the CSRA, Client agrees to pay Classic Impression current federal rate per mile traveled by photographer and any assistants. All other related travel expenses such as rental cars, hotel rooms, airfare, taxi service, etc., will be billed directly to the Client.

**Penalty Fees/Charges:** There is a \$40 charge on checks returned for any reason by client or third parties.

**Photographer is to be provided adequate space** in a well-marked and visible area. We require at least a 10' x 10' designated space. Space must have adequate electrical service for our equipment. Any food or drinks provided during an event are appreciated, as some of our employees do not get time to stop and eat before arriving or during an event.

**Classic Impression accepts** cash, checks, and most major credit cards for all packages ordered through Classic Impression.

**Photographs can be ordered online** by visiting our secured web-site after the event at [www.classicimpression.com](http://www.classicimpression.com) by clicking on "Customer Galleries" and selecting your event from the menu.

On-line 5x7 and 8x10 prints ordered are usually mailed within 5 days. Larger sizes may take 2-3 weeks. We also offer packages and add-on items on our secure web-site at discounted prices.

### Chargeable Time

If required, chargeable time is time the Photographer uses in order to determine the final price of the photography session. Chargeable time begins when Photographer arrives at the agreed upon location of the photography session and ends when both parties agree that the photography session is over.

### Signed and Accepted

Classic Impression is not bound until this contract is signed and accepted. Agreement may be executed in any number of counterparts confirmed by facsimile signatures transmitted by telephone, each of which shall be deemed a duplicate original.

Upon signature, photographer reserves the time and date agreed upon, and will not make other reservations for that time and date.

Client: \_\_\_\_\_ Date: \_\_\_\_\_

Management: \_\_\_\_\_ Date: \_\_\_\_\_

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**Web-site: [www.classicimpression.com](http://www.classicimpression.com)**

**Via e-mail: [info@classicimpression.com](mailto:info@classicimpression.com)**