

Agreement	:	_____
Date/Day	:	_____
Address and Venue and Contact	:	Bride Address: Groom Address: Contact No Venue: Emergency Contact:
Services Engaged	:	_____
Additional Add Options	:	Surcharge before 6:30 am at \$100 per hour Additional hours at \$250 per hour 12 by 12 Flush mount album at \$550 Split day Surcharge weekday at \$300 Split Day Surcharge weekend at \$500
Total Service Fee	:	_____
Deposit Received	:	_____
Balance to be received	:	_____

A 50% deposit of the total service fee is payable upon the confirmation of services rendered. Balance payment is due on the actual day. Annabel Law Productions LLP reserves the right to not provide the deliverables if full payment is not received.

Method of payment as follow:

- Via Internet Banking to our D712431956001 – OCBC ALPS CREATION PTE. LTD within 3 days upon signing of this agreement. Please indicate your function date and name as the payee ID – it will be good if you can send us a screen capture of the transaction too;
- By cheque, made payable to “ALPS CREATION PTE. LTD” and mail it to our office at Chuan Park, Lorong Chuan, Blk 242, #03-10 S(556744)

Received & Approved By

.....
 Name, Sign & Date

Terms & Conditions

1.0 Entire Agreement

This agreement contains the entire understanding between Annabel Law Productions LLP and THE CLIENT. It supersedes all prior and simultaneous agreements between the parties. The only way to change or add to this agreement is to do so in writing, and providing the document is signed by all relevant parties.

2.0 Reservation

Upon your signature, Annabel Law Productions LLP will reserve the time and date agreed upon, and will not make other reservations for that time and date. For this reason, the reservation deposit of 50% is non refundable, even if the date is changed or the wedding cancelled for any reason. In the case of acts of God or other emergencies of THE CLIENT that prevent the shoot from going ahead (eg: bad weather, death in family, unfortunate events etc) THE CLIENT is allowed ONE reschedule of their date, within 3 months of the original date. After which if THE CLIENT decides to reschedule again, the original session will be forfeited. If THE CLIENT wishes to book again, there needs to new transaction and booking process. The Client understands and agrees that the balance owed for the wedding photography collection described in the contract is due on the actual day of the wedding. Only after payment is finalized, the outstanding items due to THE CLIENT will be released and delivered to THE CLIENT. THE CLIENT understands and agrees that failure to meet this terms of payment will incur a 20% (of the total wedding collection cost) surcharge of the total collection cost on top of the balance owing.

3.0 Digital Negatives, Prints and Copyright

The photographs, digital negatives, prints, or video production produced by Annabel Law Productions LLP are protected by Copyright Law (all rights reserved) and may not be reproduced in any manner without Annabel Law Productions LLP's explicit written permission. Upon final payment by THE CLIENT, limited copyright ownership of the resulting images will be transferred to THE CLIENT under the following conditions:

The digital files/photos are the property of THE CLIENT for personal use and for all the purposes of the reproduction and distribution of photographs to friends and relatives.

The CLIENT must obtain written permission form, and compensate Annabel Law Productions LLP prior to an event where THE CLIENT, THE CLIENT's friends or relatives publish or sell the photographs for a profit.

The number of photos and editing given to THE CLIENT is FINAL when showcased/ delivered on thumb drive.

Annabel Law Productions LLP edits are Color and Black & White edits, and inclusive of minor facial retouching if necessary. They are not inclusive of heavy photo manipulation such as shaping of body parts, removing of objects in photos, etc. The touch-ups/ post production work done on each photo is final when delivered to THE CLIENT. Any request for changes will be charged at a minimum of SGD 100 per photo.

Note that high resolution JPEGs will be delivered as the final term, to fulfil Annabel Law Productions LLP's obligations under this Wedding Photography Agreement. The high-resolution JPEGs will only be delivered (edited, to the satisfaction of Annabel Law Productions LLP after THE Client has settled their account with Annabel Law Productions LLP. Due to the creative and unpredictable nature of business, Annabel Law Productions LLP will cover the event with a creative license, delivering a mix of colour and black and white images at their discretion.

Annabel Law Productions LLP is not obligated to show/share/give back and RAW/unedited photos.

Received & Approved By

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Name, Sign & Date

4.0 Delivery Time Frame and Music Copyright Law

The CLIENT agrees to the following delivery schedule for the items owning in their confirmed collection. Annabel Law Productions LLP agrees to ensure that all efforts possible will be made adhere as close to the below time frame as possible. However, the CLIENT also agrees that these time frames are also approximate, and are subject to change due to unforeseen events.

The CLIENT agrees that videography processing time period for Same Day Edit will be 7 hours excluding transportation time.

Wedding photography and videography processing time: Approx 12 Weeks after the shoot date, depending on the nature of the wedding/job.

All music licenses for same day edit videos will be purchased from www.themusicbed.com. In the event that the couple does not like any songs in the website, they will need to pay additional for the song of their preference.

Music from Photo Collage videos are not purchased with any copyright and it is strictly for personal use only.

5.0 Model Release

The CLIENT hereby assigns and grants Annabel Law Productions LLP and its legal representatives the irrevocable and unrestricted right to use and publish the photographs of THE CLIENT

6.0 Limit of Liability

In the unlikely event that the photographer / videographer is injured or becomes too ill to photograph the event, Annabel Law Productions LLP will make every effort to secure a replacement. If the situation should occur and a suitable replacement is not found, responsibility and liability is limited to the return of all payments received for the event collection. Annabel Law Productions LLP takes the utmost care with respect to exposure, transportation, and processing the photographs.

Received & Approved By

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Name, Sign & Date