

WEDDING CONTRACT AND INFORMATION SHEET

Bride's Name:		Groom's Name:	
Bride's Current or Permanent Address (Best Address):		Groom's Current or Permanent Address (Best Address):	
Bride's Home Phone:		Groom's Home Phone:	
Bride's Work Phone:		Groom's Work Phone:	
Mobile Phone:		Mobile Phone:	
E-mail Contacts:			
Other Point of Contact (Name, Relationship, Phone, E-mail, as applicable):			
Bride/Groom Address and Phone After Wedding (if different than above):			
Wedding Date:	Photographer Start & End Time: (Start time normally 1 hour before ceremony)	Ceremony Start Time:	Reception Start & End Time:
Wedding Location (complete address including zip code, please):		Number of Wedding Party Members	
		Bride _____ Groom _____ Minister/Priest _____ Bridesmaids _____ Groomsmen _____ Ushers _____ Flower Girls _____ Ring Bearers _____ Total Wedding Party Members (added from above) _____ Approximate Number of Wedding Guests _____	
Reception Location (complete address, if not same as wedding):			
Referral Source – How did you hear about us? Check one and/or fill in name here: _____			
<input type="checkbox"/> Internet Search <input type="checkbox"/> Yellow Pages Ad <input type="checkbox"/> Other Wedding Service Provider <input type="checkbox"/> Previous Customer, Family or Friend			
Wedding Package Chosen: <input type="checkbox"/> Diamond <input type="checkbox"/> Platinum <input type="checkbox"/> Gold <input type="checkbox"/> Silver <input type="checkbox"/> Bronze <input type="checkbox"/> Formals Only Other Options: <input type="checkbox"/> Bridal Portrait <input type="checkbox"/> Engagement Portrait <input type="checkbox"/> Wedding Negatives <input type="checkbox"/> Digital <input type="checkbox"/> B&W Film			

Customer Signature: _____ Date: _____

Studio Representative: _____ Date: _____

PL Version: _____	STUDIO USE ONLY
Retainer Amount Received/Date: _____	Balance Received/Date: _____
Additional Notes:	
Credit Card Info: _____	
Rolls Film Used: _____	Digital Images Captured: _____
Actual Hours Worked: _____	Roundtrip Mileage: _____
Proof Delivery Date: _____	Number of Proofs Delivered: _____
Date Proofs Returned: _____	Final Delivery: _____

We Accept Visa, MasterCard, Discover & American Express

Wedding Photography Terms and Conditions

Notes on Other Photographers: Representatives of Al Ruscelli Photography should be regarded as the exclusive photographers during the wedding ceremony and formal photo sessions before and after the ceremony. While other photography is expected and certainly allowed, we have strongly suggested restrictions and guidelines for the behavior of other photographers.

With respect to all friends and family involved, our primary concern as hired professional photographers is to deliver the best possible photographs that we can produce for the bride and groom, and to do this job as quickly, efficiently, and effectively as we can. This particularly applies during the formal photo sessions before and after the ceremony. During those times, it is crucial that we be able to work as unhindered by the actions of others as possible – and this includes the photographic efforts of wedding guests.

We expect amateur photographers (family and friends) to be present and taking photos as a natural part of the wedding occasion. However, courtesy and respect are needed from those individuals for the effort we are putting forth on behalf of the bride and groom.

Thus, we have established a few guidelines that help to ensure that other individuals do not interfere with the professional photography process any more than necessary, and that we are more able to deliver the best possible end photos to the wedding couple.

- In the church (or other ceremony location) guest photographers should shoot only from the available side angles and not from the main aisle where we are working. Neither should other photographers attempt to step into our shooting positions in the main aisle during the brief intervals between our shots, since this tends to slow down our overall posing and shooting process.
- Other photographers should not halt the process of our professional work during formal photo sessions to request their own additional photos or groupings, or to step in to our working area for second shots of groups that we have just finished posing. These interruptions slow our ability to move on to the next sequence of shots and tend to prolong the formal photo session and delay the bride and groom in moving on to the reception. Any photographer who wants additional photos or groupings should arrange those either in a separate area, or do those shots when we are no longer working in the altar area.
- In regard to simultaneous shooting, other photographers should attempt to time their own shots in such a way that their camera flash does not fire at the same time our camera flashes are firing. We generally have two photographers shooting, and it can be very difficult for us to establish our own timing with multiple other cameras firing at the same time as ours. Crucial shots can be easily ruined when flashes from guest's cameras fire simultaneously with our own.

To the Bride and Groom: Please help us to help your guests understand that these guidelines are designed to ensure that we deliver the best possible photos to you. We are not attempting to prohibit others from taking photos, but merely wanting to impose very slight limitations on their freedoms so that we, as the paid photographers, can give to you the best of what you've paid for from us.

Use of Images: Al Ruscelli Photography reserves exclusive use of images, including reproduction and copyright. The only exception to this usage is in cases where the wedding couple themselves may share copyright with Al Ruscelli Photography by virtue of their chosen wedding photography package (this shared copyright does not apply to all packages). Al Ruscelli Photography reserves the right to use images for display, publication, or other purposes unless otherwise negotiated.

Copyright Protection: No unauthorized copies may be made of any prints or enlargements produced by Al Ruscelli Photography. This includes electronic scanning or otherwise copying those prints, both of which represent violations of existing copyright laws.

Liability for Capture of Specific Images: Photographers representing Al Ruscelli Photography will do their best to capture all agreed-upon wedding day moments. However, due to limits imposed by time and flow of events on wedding day, Al Ruscelli Photography cannot be held liable for unintentional errors or omissions on the part of its photographers. The limit of liability of Al Ruscelli Photography is to monies already paid by the customer.

Retainers and Other Payments: Initial wedding retainers to reserve date and time are nonrefundable. If for any reason a wedding time and date are changed after submittal of the original retainer, the studio will do its best to accommodate those changes; however, any such accommodations are based on the availability of photographers for the new time and date. In the rare event of a wedding cancellation, the initially required wedding retainer cannot be refunded. The balance of the wedding package payment (or any expanded basic package) is due two weeks before the wedding day.

Confirmation of Services and Times: As human error is always possible, it is the responsibility of the wedding couple to contact Al Ruscelli Photography during the week of the wedding to confirm wedding day plans and requirements.

Photo Start Time: Unless otherwise specified, wedding day photographic coverage begins no later than one hour before the start of the ceremony. (It is advisable in many instances to begin earlier.)

Reprints, Enlargements and Digital Image Files Delivery after the Wedding: No reprints, enlargements, or digital image files from the wedding day can be delivered until the full amount for those items has been paid.