



Photo/Video Contract Booking Form

Event:	
Purpose of Project:	
Client:	
Contact:	
Contact Number:	
Cell:	
Email:	
Video Shoot Location:	
Date of Shoot:	
Time:	

This is a contract between the above-mentioned Client and Runaway Productions LLC for photography and/or videography work to be done at the above-mentioned location on the above-mentioned date. A non-refundable booking fee of:

is due with this contract. The booking fee will be due on or prior to the start date of the shoot and the balance of contract will be due upon delivery of final materials. Change of date of services or cancellation of services must be received by Runaway Productions LLC no later than 3 days before scheduled date in this contract. Any change or cancellation within 3 days constitutes a violation of this contract and all booking fees are due and payable to Runaway Productions LLC immediately without further duties fulfilled. **Cancellations within 24 hours of the shoot will be billed at full contract price.**

Client Signature Date

Runaway Productions LLC – Ben Doyle Date

Pursuant to US Copyright Law, all photos and videos are owned and © Copyrighted by Runaway Productions LLC and may not be duplicated, sold, or distributed without permission in writing from Runaway Productions LLC.

____ Client Initials ©Copyright Runaway Productions LLC 2013, all rights reserved



Services Requested

Videography	
Photography	
Lighting	
Audio	
Editing	
Deliverables	
Other	

Notes:

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____ Client Initials

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Responsibilities and Payments Contract

1. The Purpose of this document is to establish a contract between **Runaway Productions LLC**, hereinafter referred to as PRODUCER, and

, hereinafter referred to as CLIENT for the production of videography and/or photography, hereinafter referred to as the PROJECT.

2. PRODUCER offers to produce the PROJECT for CLIENT in exchange for valuable consideration as specified in Paragraph 11 below.

3. This agreement constitutes an order for corporate photography and / or videography services, including taking of photos as agreed by both parties: PRODUCER and CLIENT. Pursuant to US Copyright Law, all original photo, video, and audio materials are owned and © Copyrighted by Runaway Productions LLC and may not be duplicated, sold, or distributed without permission in writing from Runaway Productions LLC. Unless otherwise specified, it is understood that any and all rights to proofs, final or sample photo prints, and video thereof shall remain the property of PRODUCER and may be used for advertising, display or any other purpose thought proper by Runaway Productions LLC. No other use of the project is anticipated, nor have terms of consideration been agreed upon to for any but the use specified herein.

5. If photographer or videographer cannot perform this Agreement in whole or in part due to a fire or other casualty, acts of nature or terror, or other cause beyond the control of the parties or due to Photographer's or Videographer's illness or injury, then Runaway Productions LLC will return all fees to the Client(s) but shall have no further liability with respect to this Agreement. This limitation on liability shall also apply in the event that photographic or video materials are damaged in processing, lost through camera malfunction, lost in the mail, or otherwise lost or damaged without fault on the part of Photographer or Videographer. Client(s) agree that an entire event cannot be replicated, re enacted or repeated for the purpose of a re-shoot and limits Runaway Productions LLC liability to the amount paid under this contract.

6. The PRODUCER shall exercise sole discretion in the hiring and firing of crew and other production staff, if necessary. The producer assures the highest possible standards of production for the specified budget.

7. Unless previously discussed, it is understood and agreed that no other photographer or videographer will be allowed to photograph / videotape at the event while Photographer / Videographer is working.

8. All photography and videotaping is dependant on the rules set by controlling parties of the event location. This may include when and where photos and video may be taken during the event and the location of the cameras. Crew will arrive approximately 1 hour before the event to set up, and all accesses should be set up and given prior to arrival. An additional charge of \$100 per hour applies as a late fee if we have to wait to setup or to fulfill our duties beyond the previously agreed time period. Our package time starts at the scheduled time of the event and

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ends with the allotted time indicated in this contract. Any overtime request will be due at the event.

9. PRODUCER warrants that the production shall not cost more than the agreed upon contract price without prior consent of the CLIENT. CLIENT reserves the right to increase, not decrease said budget at any time after estimate approval. PRODUCER reserves the right to charge for additional services when requested by the CLIENT.

10. PRODUCER insures to provide deliverables of the PROJECT to the CLIENT within a reasonable time frame at the CLIENT'S place of business, via online delivery methods, or other pre-arranged delivery method. Credit for deliverables will be given where appropriate to "Runaway Productions LLC" as the videographer and/or photographer.

11. PAYMENT FOR SERVICES: The charges in this agreement are based on the PRODUCER's Standard Price List, and/or custom pricing as set forth on the Services Form. This price list is adjusted periodically and future orders shall be charged at the prices in effect at the time when the order is placed. No part of any order will be delivered until all fees as outlined in this contract are paid in full (including any overtime charges incurred at the event.) In the event that the event is cancelled or postponed, the deposit and all fees paid are nonrefundable. If we are notified in writing no later than 3 days prior to the event, the balance of fees due will be exempt from further collection activity. Any fees already paid will be our settlement for cancelling the contract and will be non-refundable. The balances of all fees are due 15 days after the event unless other arrangements are outlined in this contract. Invoices for services will be delivered at the time of PROJECT delivery, and should be paid in a timely manner. Sales tax will be added to all Texas customers. Texas CLIENTS should provide a 01-339 TX Sales Tax Exemption form if they are exempt from paying Texas sales tax.

12. There are no other agreements or codicils relative to this PROJECT between either of the parties hereto either verbally or in writing, and this document constitutes the entirety of the contract. All services are outlined in this contract and any verbal agreement is null and void. Any addition to this contract must be presented in writing by either party and approved by Client and Runaway Productions LLC.

I have read, understand and agree with every provision of this contract and by my signature, hereby certify that I accept and agree to abide by them and that I am competent and legally qualified to enter in to such a contract.

Signed and executed on _____(Date),

Client Name _____

Client Signature_____

Title _____

Business Name_____

____Client Initials

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