



InFormal Productions

Video Services



41 Goldenrod, Irvine, CA 92614 (949) 679-1140 www.informalproductions.net

Bride's Name: _____
 Phone# _____
 Address: _____

Package # _____
 Extras _____

Groom's Name: _____
 Phone# _____
 Address: _____

Amount \$ _____
 No. of extra copies ___ @ ___ ea. \$ _____
 Delivered Format ___ DVD ___ VHS... \$ _____
 Music to be added..... \$ _____
 Titles and Credits..... \$ _____
 Custom DVD Menu..... \$ _____
 Sign for Overtime _____
 Other _____ \$ _____

Date of event _____
 Pre-Ceremony Coverage starts at: _____
 Ceremony starts at: _____
 Reception Coverage ends at: _____
 Total Hours of Coverage: _____
 Pre-Ceremony Location: _____
 Address: _____

Sub-Total \$ _____
 Tax \$ _____
 Drive Time \$ _____
 Total \$ _____

Ceremony Location: _____
 Address: _____

Reception Location: _____
 Address: _____

Date Paid _____ Cash ___ Check ___ Ck. No. _____ Retainer..... \$ _____
 Date Paid _____ Cash ___ Check ___ Ck. No. _____ Balance..... \$ _____
 Date Paid _____ Cash ___ Check ___ Ck. No. _____ Overtime..... \$ _____

ADDITIONAL INFORMATION

Camera Posts ___ Interviews ___ No ___ Yes Referred by _____
 Notes: _____

CONDITIONS OF VIDEO TAPING & STUDIO POLICIES

- The studio is not bound until the required retainer of \$ _____ is paid and the contract has been signed. Balance of the originally contracted price must be paid 1 week before finished video is received, or cash upon delivery. No part of any order will be delivered until balance is paid in full.
- Contracted prices will be honored up to six months following contract date. Additional orders or orders placed for contracted services after the six month period will be charged a current prices.
- Videotapes, or DVDs, are produced by trained persons using industrial equipment. However, InFormal Productions is not responsible for conditions, including bad weather or equipment failure, which may affect the color, sound quality or overall appearance of the video tape/DVD.
- It is agreed that the tapes produced by InFormal Productions may be used for demonstration purposes.
- In case of client cancellation, the original retainer of \$ _____ is non-refundable.
- Studio liability for any reason, including equipment failure arising out of this taping order, shall be limited to refund of deposits.
- There will be a \$ _____ charge for each hour the videographer is working beyond the contracted time, pro-rated on the half hour.
- Purchaser will receive copy of the unedited footage upon request for \$ _____
- Purchaser has read, understands and accepts the Agreement as written herein and has received a copy of same.

The terms of this agreement dated _____ 20 _____ have been read, and are accepted by

 For Customer

 For the Studio