



A Division of Cranford Enterprises  
PO Box 53067  
Lubbock, TX 79453-3067  
Cell (806) 698-1203  
(806) 798-2665

## Wedding Contract

**Groom:** \_\_\_\_\_

E-Mail: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

This is parents address

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Bride:** \_\_\_\_\_

E-Mail: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

This is parents address

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Rehearsal location:** \_\_\_\_\_

Address of Rehearsal: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Ceremony location (Church):** \_\_\_\_\_

Address of Ceremony: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Name of Officiant of Wedding: \_\_\_\_\_

**Reception Location:** \_\_\_\_\_

Address of Reception: \_\_\_\_\_

Time of reception: \_\_\_\_\_

Wedding Colors: \_\_\_\_\_ Gift Card #: \_\_\_\_\_

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Number of Bridesmaids \_\_\_\_\_ Number of Ushers \_\_\_\_\_

Number of Groomsmen \_\_\_\_\_ Number of Invited Guests \_\_\_\_\_

**Photography/Videography Schedule:**

Service	P	V	Start Time
"Growing Up" Video	<input type="checkbox"/>		
Photography	<input type="checkbox"/>		Time: _____
Videography	<input type="checkbox"/>		Time: _____
Bride home	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Groom home	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Church	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Park	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Table shoots	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Reception	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Toast	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Cake Cutting	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Tossing bouquet/garter	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Dance/Marcha	<input type="checkbox"/>	<input type="checkbox"/>	Time: _____
Photography end at			Time: _____
Videography end at			Time: _____

\*\*\* This is a contract between the above-mentioned Groom, Bride to be, and MGC Videos for photography and videography work to be done at the above mentioned location on the above mentioned date. A non-refundable booking fee of \$100 is due with this contract. **Balance of all fees are due 8 days before event.** One wedding DVD and package photos will be delivered to the Hiring Party at \_\_\_\_\_, **6 months after all requested items are received by MGC Videos. (These items may include songs for the DVD, any photos requested by MGC Videos, any money due for additional DVDs, overtime charges, or photo prints, and any other items listed in this contact.)**



\_\_\_\_\_  
Groom Bride

\_\_\_\_\_  
MGC Videos Date

**Please Check Services Requested**

\_\_\_\_\_ Engagement photo for paper (2 weeks before wedding)

\_\_\_\_\_ "Growing Up" Video                      Play at: Church / Reception

\_\_\_\_\_ Digital Photography\*                      Hours in package: \_\_\_\_\_

\_\_\_\_\_ Taken for 2 hours before the wedding service & 30 Min. after

\_\_\_\_\_ Taken for 2 hours immediately following the wedding service

\_\_\_\_\_ Video Tape service\*                      Hours in package: \_\_\_\_\_

\_\_\_\_\_ Post photos on internet (MGCVideos.com)

Sub-Domain Page: \_\_\_\_\_

\_\_\_\_\_ Copy of wedding couple for newspaper after wedding

\_\_\_\_\_ One / Two DVD production of all photos and video

\_\_\_\_\_ Additional copies at \$20.00 each or \$25.00 mailed

\_\_\_\_\_ Photo Disc (Unlimited copies of photos may be copied if Photo CD is purchased)

*(This is copyrighted material and disc may not be duplicated by anyone except MGC Videos)*

**\*All photography and videotaping is dependant on the rules set by controlling parties of the special event. This may include when photos may be taken during the service and the location of the cameras. We will arrive 2 hours before the event to set up. An additional charge of \$100 per hour applies as a late fee if we have to wait to setup or to fulfill our duties. Our package time starts at the scheduled time of the event and ends with the allotted time indicated in this contract. Any overtime request will be due at the event.**

**Final payment of all fees is due on the due date in this contract. If balance of all fees are not paid by this date, all previously paid fees are non-refundable and our obligation to show up or fulfill our duties become null and void. The balance of all fees remain due if you violate this contract.**

Additional Requests: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Groom

\_\_\_\_\_  
Bride

\_\_\_\_\_  
MGC Videos

\_\_\_\_\_  
Date

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**Total Due:** \$ \_\_\_\_\_ Package Choice: \_\_\_\_\_

Less Booking Fee - \$ \_\_\_\_\_ Cash / Check # \_\_\_\_\_ / Credit Card  
Or Down Payment Received

Additional Travel + \$ \_\_\_\_\_ \$1.50 per mile each direction

Additional DVD order: + \$ \_\_\_\_\_ \$25.00 each (Must be ordered with this contract)  
DVDs are \$50.00 each if ordered at a later date.

Photo CD purchase: \$ \_\_\_\_\_ \$150.00 X number of hours of photography in package  
(Included with some packages)

Additional Photo Package Order \$ \_\_\_\_\_

Photo Album added to package \$ \_\_\_\_\_

**Balance Due for services:** \$ \_\_\_\_\_ Due on or before \_\_\_\_\_

All fees are based on our current price list that is active on the date of this contract. We will not request additional fees unless you add services to this contract.

Advance fee required to cover Bridal and Engagement photo sessions \_\_\_\_\_

Payment Date	Check # or Cash	Payment Amt.

Balance paid in full on: \_\_\_\_\_  
Date

\_\_\_\_\_  
Groom

\_\_\_\_\_  
Bride

\_\_\_\_\_  
MGC Videos

\_\_\_\_\_  
Date

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PO Box 53067

Lubbock, Texas 79453 (806) 698-1203

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The following section outlines our responsibilities and remedies as needed. This section also outlines the rights of MGC Videos and the client in our business relationship.

1. This agreement constitutes an order for wedding photography and / or videography services, including taking of wedding photos as agreed by both parties: MGC Videos and Contracting Party (client). Unless otherwise specified, it is understood that any and all rights to proofs, final or sample photo prints, and video tapes thereof shall remain the property of MGC Videos and may be used for advertising, display or any other purpose thought proper by MGC Videos.
2. If photographer or videographer cannot perform this Agreement in whole or in part due to a fire or other casualty, acts of God or nature or terror, or other cause beyond the control of the parties or due to Photographer's or Videographer's illness or injury, then MGC Videos 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 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. Client(s) agree that an entire wedding cannot be replicated, reenacted or repeated for the purpose of a re-shoot and limits MGC Videos liability to the amount paid under this contract. We recommend Wedding Insurance from WedSafe.
3. It is understood and agreed that no other photographer or videographer will be allowed to photograph / videotape or take photos at the wedding while our Photographer /Videographer are working. This includes the entire length of time that we are contracted to be present at the wedding event. **Guests may not take photos during the ceremony or formal poses. Guests must remain seated and not interfere with our Photographer / Videographer in anyway.**
4. Our 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 MGC Videos. All changes and/or additions must be in writing.
5. **PAYMENT FOR SERVICES:** The charges in this agreement are based on the Photographer's Standard Price List. 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 wedding is cancelled or postponed, the deposit and all fees paid are non-refundable. If we are notified in writing no later than 30 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 8 days before the wedding. In the event that balance is not paid by due date, the photographer will not show up at the wedding. However, the balances of all fees are still due and payable to MGC Videos. All fees paid in advance which is less than the full amounts due will not be refunded for any reason. Any rescheduled date will require a new contract with a non-refundable booking fee and the date must be available for the services of MGC Videos.

\_\_\_\_\_  
Groom Initial

\_\_\_\_\_  
Bride Initial

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A set fee of your total package must be paid a minimum of 2 months before the wedding to cover Bridal and Engagement photo sessions. MGC Videos will set this fee at the time of this contract signing.

6. **RELATIONSHIP OF PARTIES:** It is understood by the parties that Photographer is an independent contractor with respect to the client, and not an employee of the client. Client will not provide fringe benefits, including health insurance benefits, paid vacation, or any employee benefit, for the benefit of Photographer.
7. **WORK PRODUCT OWNERSHIP:** Any copyrightable works, ideas, discoveries, inventions, patents, products, or other information (collectively, the "Work Product") developed in whole or in part by MGC Videos in connection with the Services shall be the exclusive property of MGC Videos. MGC Videos reserves the right to use negatives and/or reproductions for advertising, display, publication, or other purposes. All photos, samples, video tapes, and proofs remain the exclusive property of MGC Videos unless waived by amendment to this agreement. The purchase of a Photo disc constitutes an amendment to this agreement.

**NOTICE OF COPYRIGHT:** It is ILLEGAL to copy or reproduce our photographs elsewhere unless photo disc is purchased from MGC Videos by Client. It is ILLEGAL to copy or reproduce our DVD productions elsewhere. Violators of this Federal Law will be subject to its civil and criminal penalties.

Our photo disc may be purchased and Client(s) have permission to make unlimited prints of the photos contained on the disc. The copies of the photo prints may not be sold by anyone except MGC Videos. The disc may not be copied for any reason except by MGC Videos.

8. **COURTEOUS PHOTOGRAPHY/VIDEOGRAPHY GUIDELINES:**

In order for us to deliver a professional photo shoot and video shoot that you have paid good money for, we have implemented the following rules. We ask that you inform your guests, family, etc. of these rules. We are not responsible for bad photos or video if your guests do not follow these simple rules of photography etiquette.

  - a) We move around a lot and we cannot worry about getting in the way of other cameras or camcorders. We try to be unobtrusive, but there are shots that we have to get.
  - b) When we are photographing formal poses – **NOONE** is allowed to take photos unless the photographer at his discretion permits it. If guests do not observe this request, we will stop taking photos. If guests want photos – they may purchase them from us. We have had too many people getting in the photos and trying to be photographers. A digital camera does not make a photographer.
  - c) If we are taking photos while roaming (reception, informal service, or any other roaming shots) do not stand opposite our cameras to take your photos. The flashes cancel each other out and cause bad photos. Please stand beside or behind us.
  - d) Do not walk in front of our cameras. There's nothing more frustrating than trying to catch a special moment or special kiss and have someone walk in front of the camera at the time we take the shot.
  - e) Keep all children away from our equipment. If a child trips over a tripod and causes a \$5000 camera to crash to the floor, make sure the child has a parent with a large checkbook handy. We have insurance for our mistakes, but please control your children. For a professional production we bring approximately \$30,000 of equipment with us to each wedding.

\_\_\_\_\_  
Groom Initial

\_\_\_\_\_  
Bride Initial

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- f) If the guests of honor are uncomfortable (too hot, too cold, screaming kids, time rushed, sickness, etc.) then the photo shoot or video shoot will be unhappy, depressing and a waste of someone's money. Please bring comfortable clothing, shoes, etc. for the photo shoot. If you need to change clothes for the photos, feel free to do so.
- g) Guests interfering with our photo shoots must be stopped by the hiring party. If they continue to interfere, we have the right to leave without further duties being fulfilled and no refund of monies paid for services.
- h) We are the only contracted photographer or videographer unless otherwise indicated in this contract. No other professional or amateur photographer or videographer will be allowed to participate unless written permission is given by MGC Videos. This includes guests.
- i) Flash photography by guests is not allowed during the service. It interferes with the focus of the video camera and the photos that we take.
- j) **PLEASE HAVE THE BEST MAN OR OTHER WEDDING PARTY PARTICIPANT ANNOUNCE TO THE GUESTS THAT ALL CAMERAS MUST BE PUT AWAY AND NO PHOTOGRAPHY IS PERMITTED.**

If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

This contract consists of   8   pages and we have read all pages, signed and or initialed each page. Any changes have been initialed by the Client and MGC Videos.

\_\_\_\_\_

Groom

\_\_\_\_\_

Date

\_\_\_\_\_

Bride

\_\_\_\_\_

Date

\_\_\_\_\_

Hiring Party (Only if other than Groom or Bride)

\_\_\_\_\_

Date

\_\_\_\_\_

MGC Videos

\_\_\_\_\_

Date





## *Additional Items Needed for Wedding Contracts*

- \_\_\_\_\_ Bulletin – outline of service
- \_\_\_\_\_ Copy of Invitation
- \_\_\_\_\_ List of all relatives
- \_\_\_\_\_ List of all vendors
- \_\_\_\_\_ List of all participants
- \_\_\_\_\_ Copy of Vows – if using your own
- \_\_\_\_\_ Copy of announcements in paper (Engagement and Wedding)
- \_\_\_\_\_
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- \_\_\_\_\_
- \_\_\_\_\_

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### **Growing Up Video Items**

- \_\_\_\_\_ 20 photos of Bride – Additional photos are \$5 each
- \_\_\_\_\_ 20 photos of Groom – Additional photos are \$5 each
- \_\_\_\_\_ 20 photos of couple and/or family – Additional photos are \$5 each
- \_\_\_\_\_ 4 songs for the video burned to CD

Photos must be numbered on the back with post-it note paper and in order.

Photos must be out of frames and photo albums.

Songs must be burned to CD in the order you want them played.

Photos in frames or photo albums are \$5 additional charge for each photo.

Additional photos beyond amounts listed above are \$5 each.

Music is \$5 per song if not burned to CD.