



**15 The Mews, Cliff Park, Gorleston,
Great Yarmouth, Norfolk, NR31 6TW**
Telephone: 01493 44 11 62 | www.visionvid.co.uk

OFFICE USE ONLY:

Invoice Number..... DateReq SM:..... FP:..... DataTill.....

Please fill in with BLOCK CAPITALS & include postcodes for all addresses

Wedding Date

Clients Name Address

.....

Telephone: Mobile

Email

Can we email your paperwork regarding your booking?

Bride's First NameSurname

Groom's First NameSurname

Marriage Service

.....Tel:

Time Marriage Service begins

Have you obtained permission for us to film?

If no, please do so now.

Reception

.....Suite:.....

Time of meal Are Speeches before of after meal?

Demo No Viewed: Where did you hear of us?

Wedding Booking Contract

Package required. Tick boxes to indicate required

DAISY package @...£.....

TULIP package @...£.....

LILY package @.....£.....

3 Copies are included with all packages.

Choose number of each format you would like:

Number on DVD:..... Number on Blu-Ray:.....

FREE: Would you like your "Best Bits" on www.ourbestbits.co.uk ?

FREE: Would you like a Childhood photo section ?

Bride's Morning Preparations @...£.....

Address Tel

Groom's Morning Preparations @...£.....

Address Tel

Music Video Sequence @ ...£.....

Song:

Add any notes here

Total Cost for production listed above..... £.....
Less Booking Fee of..... £100
Total Amount to be paid 7 days prior to Wedding.....£.....

I have read the terms and conditions on the reverse of this contract and agree this will be the contract between Vision Videography and

PRINT NAME.....DATE...../...../..... SIGN.....

Please **TICK HERE** if you **DO NOT** want us to use your production in any of our promotional material can include, but not exclusive to brochures, demos, our web site or to enter the disc into competitions or use extracts in our show reel. We will not however release any part of your video for a public showing or broadcast without your prior written consent

Terms and Conditions

Definitions

In these terms and conditions "us", "our", "we" means "Vision Videography" or their authorised representative, "you" is the person or persons making the booking and who are entering into the legal obligation, the "Booking form" is this form signed by you (which forms part of this Agreement) "Price" and "Booking Fee" means the contract price payable to us for our services and the advance booking fee respectively, the "Event" is the ceremony and associated activities that you have asked us to record and which is detailed in the Booking form. "References to "DVD" or "disc" "Blu-Ray" or "tape" or "video tape" includes any format or media on which the recording is made or delivered."

- 1.1 Bookings are accepted on these terms and conditions only. No condition may be added, omitted or altered unless we have agreed it in writing with you.
- 1.2 Any addition omission or alteration that we may agree does not affect any other term or condition.
- 1.3 When you sign the booking form, you will be deemed to have read and accepted these terms and conditions
- 1.4 You specifically confirm to us that the information that you have provided in the booking form (and any other forms) is true and accurate in all respects

Payment Conditions

- 2.1 To secure any date a non-refundable booking fee of £100 is required. This deducted in full from the price of the video/DVD. All remaining monies are due no later than seven days prior to the wedding day.
- 2.2 If you cancel this booking:
 - (1) more than 130 days before the date of the event then the deposit will be forfeited, but no further sum is payable by you;
 - (2) within 129 to 46 days of the date of the event a sum amounting to 50 per cent of the Price is payable by you;
 - (3) within 45 or less of the date of the event a sum amounting to 95 per cent of the Price is payable by you
- 2.3 Any cancellation must be notified to us in writing addressed to us at the address shown in the booking form.

Restrictions on our liability to you.

Please note this section is important and should be carefully read by you since it limits your rights.

- 3.1 We will abide by any and all of the wishes of the clergy at any given church and / or other manger/director/registrar at other venues i.e. number of cameras, position of camera, use of wireless microphones, etc.
- 3.2 The wedding production will be produced in the same 'manner and style' as indicated in our demo DVD to which you have seen.
- 3.3 We will be granted artistic license in relation to shots taken. Our judgment shall be deemed correct.
- 3.4 Although we will use every reasonable effort to record significant parts of the Event (including any part of the ceremony) the decision as to what is comprised in the recordings in our absolute discretion. We can give no assurance that we will successfully record any particular aspect of the Event (even though you may have asked us to do so), and any failure by us to capture any particular aspect of the Event or failure does not give you any right to refuse to pay the Price or obtain a refund.
- 3.5 We confirm that we will comply with the provisions of the Data Protection Act 1998 as it relates to your personal data. Please note that we shall be entitled to assume unless you inform us otherwise prior to the Event that all persons attending the Event have consented to being recorded.
- 3.6 Our DVDs are produced using the DVD general-purpose format. Plus or Minus - R. This format will play in around 95% of DVD players. It's the client's responsibility to check that your DVD player is compatible with this widely used format.
- 3.7 Our Blu-Ray Disc are produced using the BD-R format. Plus It's the client's responsibility to check that your Blu-Ray Player is compatible with this widely used format.

- 3.8 All outdoor recording is subject to weather permitting. It may not be possible to record outdoors in heavy rain or snow due to possible damage.

Consents

4.1 Please note that it is your responsibility to obtain the consent from the owners of the Church or other venue where the Event is being held and all other persons involved in the Event, such as any person conducting the ceremony, the choir organist and other musicians to record the Event before it takes place and to pay any fees charged by them. If you fail to do so, this may mean that we are unable to record the ceremony or the Event or release the DVD to you until that consent (which is required for copyright reasons) has been obtained.

Ownership of the Master Tape and copyright

5.1 The master tape remains our property. Copyright in the master tape is vested in us. This means that: (1) We reserve the right to dispose of the master tape in our absolute discretion. (2) We do not accept liability in relation to any loss of and/or damage to the master tape. (3) Neither you nor any one on your behalf are allowed to make any copies of any tapes, discs or other recorded media unless we have agreed in writing that you may do so. Please note that the copying of tapes or discs without our consent is a breach of copyright for which you may be liable in damages.

5.2 Master tapes or discs are kept for a period of one year.

Quality Control & Force Majeure

- 6.1 In the unlikely event of any unresolved complaint, we and you, agree to abide by the decision of The Institute of Videography arbitration panel. This service is free of charge, will be fair minded, unbiased and just adjudication. In referring a complaint to them we will agree to comply with their decision which will also be binding on you.
- 6.2 Although these exclusions or limitations may appear to be comprehensive you agree that it is fair and reasonable for us to limit our liability. This is because if we were to accept additional liability we would need to insure against that liability or loss which will then increase our prices. You accept that you understand this and agree that it is reasonable to us to limit our liability in this way.
- 6.3 Although we make every reasonable effort to ensure that all the equipment we use for your Event is in sound working order, if a problem with the equipment should arise our liability to you is limited to making a refund of the sums that you have paid us in respect of the booking. In the event of a part of the Event being recorded we will in that case return a fair proportion of the Price.
- 6.4 When you enter into this booking you accept that we cannot accept any liability whether it is a financial or any other kind of loss, which arises either as a direct result or as an indirect result or as a consequence of any failure by us of our obligations to you in this booking except for our obligation to return all or part of any sums that you have paid to us in accordance with these conditions.
- 6.5 We do not exclude our liability to you for any death or personal injury or damage to property that may have been caused by our negligence or that of any our employees
- 6.6 We will carry out services with all reasonable care and skill. You accept that any other warranty or legal obligation on our part or placed on us by any legislation (such as the Supply of Goods and Services Act 1982 and the Sale of Goods Act 1993) or arising under common law is excluded in so far as it possible to do so.
- 6.7 We take every precaution possible to ensure your wedding day is produced without hitch. We are of course all subject to thing that happens beyond our control. In such circumstances we undertake to return all monies paid, including any booking fees, and this will be the maximum limit of our liability.



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