

Capturing the memories of a life time..

TIME CAPSULE VIDEO PRODUCTIONS

& PHOTOGRAPHY SERVICES

WEDDINGS ● FAMILY EVENTS ● REAL ESTATE ● BUSINESS VIDEOS

Serving all of Vermont and Upstate NY 802-524-3633 - 802-221-1568

www.timecapvideo.com

WEDDING VIDEO CONTRACT

2011

(Members of the wedding party and wedding attendees can be added or deleted up until the wedding date.)

WEDDING DATE: _____ WEDDING TIME: _____

REHEARSAL DATE: _____ REHEARSAL TIME: _____

BRIDE: _____ GROOM: _____

Address _____ Address: _____

Phone H: _____ W: _____ Phone H: _____ W: _____

Email Address: _____ Email Address: _____

Address After Wedding _____

Phone _____ *E-mail* _____

CEREMONY LOCATION: _____ RECEPTION LOCATION: _____

ADDRESS: _____ ADDRESS: _____

WEDDING OFFICIAL & PHONE NUMBER: _____

Type of Ceremony (Catholic, Protestant, Etc.) _____

Full Mass (Y / N) ● Parents lighting Unity Candles (Y / N) ● Receiving line after ceremony (Y / N)

Balloon release / Rice throwing after ceremony (Y / N) ● Throwing of Bouquet / Garter (Y / N)

Photo session after (before) or (after) ceremony.

How did you here about us? _____

(Continued on next page)

Please PRINT clearly the names of your bridal party as you wish them to appear on the video.

Maid / Matron of Honor (circle one)

Best Man

Bridesmaids

Groomsmen

Flower Girl(s)

Ring Bearer(s)

And other special events or ceremonies also scheduled for wedding or reception: _____

PACKAGE & SERVICES PURCHASED: Check the Wedding Video Package you wish to purchase.

VIDEO PACKAGES:*

- THE WEDDING CEREMONY ONLY. (May not be available during peak season).....\$ 750.00
- THE BASIC WEDDING PACKAGE..... 1,350.00
- THE DELUXE WEDDING PACKAGE..... 1,875.00
- THE PREMIUM WEDDING PACKAGE..... 2,375.00
- THE ELITE WEDDING PACKAGE..... 3,500.00
- ALL INCLUSIVE PACKAGE..... 4,200.00

*NOTE: Prices are for output onto standard high quality digital DVDs, for Blu-ray Disc add \$30 per set
NOTE: All packages include one revision, up to 2 hours editing after viewing draft copy.

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OPTIONAL VIDEO SERVICES PURCHASED: Check all that apply:

- INTRODUCTION:** Introduction to the place of your wedding, video of the area, landmarks, etc., set to music. (\$200.00)
- BRIDE'S HOME:** Pre-ceremony Preparation (\$300.00)
- GROOM'S HOME:** Pre-ceremony Preparation (\$300.00)
- PRELUDE OPTIONS** - Begin your wedding video by saying something special about the two of you, your love and your relationship. Captured on video and included in the finished wedding video (\$175.00)
- PHOTO / VIDEO MONTAGE** – *Our most popular option!* Pictures you provide from birth through courtship. Set to the music of your choice and enhanced with digital transitions and special effects. This photo / video montage captures the two separate lives of the bride and groom and the courtship, *A love story!* (\$250.00) (If shown at the reception \$350.00)
- FRIENDS & FAMILY MONTAGE** - a second version of your day altogether different than your full-length video. This recap not only shows the two of you and your experience, it also features your wedding party members and your family as well. No one will ever use the 'Fast Forward' button on the DVD player when watching this highly stylized, montage of images and sounds. Everyone is a star in this video, so you will receive 10 copies to give to your bridal party members, family and friends. Up to three songs mixed with actual audio. About 20 minutes in length. Includes 10 copies. (\$600.00)
- HONEYMOON MONTAGE** - Add the memories of your honeymoon to your wedding video. Incorporate photographs from your trip with the music of your choice to create an entertaining account of your first days as newlyweds. (\$250.00)
- BRIDAL SHOWER** - 2-hour coverage, (\$450.00) **REHEARSAL DINNER**, 2-hour coverage, (\$450.00)
- ADDITIONAL DVD SETS** of wedding \$60.00 each. **ADDITIONAL Blu-ray Disc Sets** \$90.00 each set.

Contact us for more information about customizing a Wedding Video Package just for you.

COST Breakdown: PACKAGE: _____ \$ _____
 OPTION: _____
 OPTION: _____
 OPTION: _____

Addition Filming (\$250.00 per hour) x _____ hr..... _____

SUB TOTAL:..... _____

NOTE: Package prices includes output onto standard high quality digital DVDs, for **High Definition Blu-ray Disc add \$50.00**..... _____

Sales TAX: Region _____ (6 % Vermont)
 (7 % New York)

Transportation / Travel Cost* \$1.00 per mile..... _____
 *(round trip, first 50 miles are free)

TOTAL COST: \$ _____

PAYMENT SCHEDULE: \$400.00 Minimum Reservation Fee is due with _____ **500.00**
 signed contract to reserve and hold date.

Balance of payment is due two (2) weeks prior to event. Balance Due: \$ _____
 (A \$50.00 late fee will be charged for late payment.)

Please make all checks payable to: **Time Capsule Video Productions**
11 Dunning Street
Swanton, Vermont 05488

TERMS & CONDITIONS OF CONTRACT

- 1. PAYMENTS** - An initial Reservation Fee of \$400.00 is required with the signed contract to hold shooting dates and pre-production video planning. Reservation fees are non-refundable. The remaining balance is due (2) two weeks before your wedding date. A \$50.00 late fee will be charged for late payment. A travel charge of \$1.00 (one dollar) per mile for events and weddings beyond a fifty mile (50) distance from our studio/offices will be charged. A \$45.00 fee will be assessed on all returned checks.
- 2. RESERVATION OF TIME AND DATE:** This contract constitutes an order for one wedding videotape production. Upon execution of this contract and receipt of the reservation fee, Time Capsule Video will reserve the time and date agreed upon, and will make no other reservations for that time for the duration of the contract. Time Capsule Video may use substitutes or sub-contractors in the fulfillment of all or part of the contracted services. If the payments are not received at Time Capsule Video by the dates specified, Time Capsule Video may cancel the reservation without further notification to the customer (verbal or otherwise). The reservation fee, payment schedule, times, dates, locations, and other important information are specified on the reverse side of this contract.
- 3. DELIVERY OF FINISHED PRODUCT** - The Customer is welcome to pick-up their video(s) in person or they can have them shipped to them postage paid. (Please note that Post-Production editing usually takes up to 9-12 weeks to complete). **Customer must return Draft copies with any requested changes within 30 days of receiving the Draft copies. Returning Draft copies for editing of video changes after 45 days will result in a \$125.00 Video Reloading Fee** as video is erased after six weeks. We provide two (2) hours of editing free with each draft copy, additional editing is charged at our current rate.
- 4. EXCLUSIVE RIGHTS** - It is understood Time Capsule Video is the exclusive official videographer retained to perform the services requested on this contract. Display rights: In signing this contract, The Customer is acting as agents for all members of the party and guests and grants Time Capsule Video all rights for display, broadcast, exhibition, promotion, and advertising use of all images produced under this contract. All video masters and raw footage remain the exclusive property of Time Capsule Video. Raw footage can be purchased at an additional cost. One week after delivery of your wedding video the raw footage will be bulk erased and is unrecoverable.
- 5. RESTRICTIONS:** The Customer is aware that restrictions imposed by others (e.g., photographer, church, reception hall, guests, etc.), and the constraints of the physical environment, safety, weather, and acts of God can affect the quality and extent of video coverage possible. Time Capsule Video guarantees coverage of all events only within the bounds of any restrictions and constraints of the physical environment, safety, weather and acts of God. Time Capsule Video cannot guarantee coverage of outside events during inclement weather. The Customer is responsible for obtaining all permissions and clearances, etc., and adequate shelter from inclement weather and extreme temperatures are required by Time Capsule Video to operate.
- 6. POSTPONEMENT/CANCELLATION** - In the event of a postponement or cancellation of the wedding/contract, prior to fourteen (14) days of the event, the amount paid will be returned, however the Reservation Fee is not refundable. If cancellation is made less than fourteen (14) days remaining to the event, no refunds will be made.
- 7. STUDIO LIABILITY** - Time Capsule Video will take the utmost care with respect to the production, post production and delivery of the video(s). However, in the event Time Capsule Video fails to comply with the terms of this contract, due to any event at or beyond the control of Time Capsule Video, including but not limited to illness, accidents, labor disputes, acts of God and other catastrophes, or uncontrollable and unforeseeable equipment failure, Time Capsule Video liability is limited only to refund of all monies received.
- 8. ADDITIONAL CHARGES** - If something occurred at the event that the client does not want to appear on the videotape, the Customer must instruct Time Capsule Video **before editing begins**. After the video has been delivered to the Client, there will be a charge for re-editing at the current rate of \$85.00 per hour for editing and labor. Re-editing is available to the client for a period of (7) seven days after delivery of the video, after the (7) day period the edited video will be deleted from the editing machine and is unrecoverable. Unforeseen parking and tolls incurred with traveling to and from the wedding ceremony and reception will be charged to the client.
- 9. WARRANTIES** - Time Capsule Video makes no warranties express or implied, with respect to the work or property that is the subject matter of this contract.
- 10. PRODUCTION AND EDITORIAL CONTROL** - Time Capsule Video is granted full production and editorial control by the customer regarding all aspects of the production and post-production services for this event. In the case a particular segment of the event is either not recorded, partially recorded, or not part of the edited master tape/dvd, it is at the sole discretion of Time Capsule Video as the exclusive producer of the event video recording. Due to our style and unobtrusive nature, Time Capsule Video attempts to capture your event as-is.
- 11. DVD AND BLU-RAY DISC COMPATIBILITY** - Time Capsule Video produces DVDs and Blue-ray Disc using the most compatible media for set-top players. *Time Capsule Video is not responsible for incompatibility with the DVDs or Blu-ray Disc created and the customer's DVD or Blu-ray Disc player.*
- 12. MEALS** - Time Capsule Video asks that a courtesy meal be provided for the videographer(s). If a meal is not provided, then the videographer(s) may leave your reception for up to 45 minutes. (Note: Time Capsule Video is not responsible for any event not captured in the case that one or more of the videographers must leave the reception to obtain a meal.)

***Please let us know if a courtesy meal will be provided or not by **circling** the following: **We will provide a meal** / **We will not provide a meal**.*

I/We have read the above terms and conditions and fully understand and agree to authorize Time Capsule Video Productions to video tape/record the wedding specified on the terms and conditions set forth on this contract.

Customer(s) Signature(s): _____ **Date:** _____

Please print name(s) here: _____ / _____

Accepted For Time Capsule Video Productions: _____ **Date:** _____

(We will call you and/or forward a copy of this contract to you once booking of your wedding has taken place.)