



Wedding Video Agreement

Agreement made this _____ day of _____, _____ between INSPIRIT MEDIA and:

Client(s) : _____

Address : _____ Apt. No. : _____

City : _____ State : _____ Zip Code : _____

Contact Person : _____ Bride's Cell : _____

Contact Phone : _____ Groom's Cell : _____

Contact E-mails : _____

1. Wedding Information

Bride's Name : _____ Groom's Name : _____

Day of Week : _____ Month : _____ Day : _____ Year : _____

2. Ceremony Information

Setup Time : _____ Start Time : _____ Video Arrival Time : _____

Ceremony Address : _____

Location Contact Person: _____ Phone Number : _____

Special Instructions / Directions (ceremony location, specific rooms, buildings, parking etc.) :

3. Reception Information

Immediately Following : Yes No Video Arrival Time : _____

Setup Time : _____ Start Time : _____ Video Coverage Until : _____

Reception Address : _____

Location Contact Person: _____ Location Phone Number : _____

Special Instructions / Directions (please be specific, list room number / location, parking etc.) :

4. Person in charge of music and audio system for Ceremony :

Person in charge of music for Reception - DJ, Band, Sound Technician etc :

5. Name and contact information of wedding planner :

6. Name and contact information of Photographer :

7. How did you hear about Inspirit Media?

8. Select wedding video requirements and options:

For package details see: <http://www.inspiritmedia.com/packages>

VIDEO PACKAGES

The Basics	\$ 899.00
The Bells	\$ 1,399.00
The Bells and Whistles	\$ 1,999.00
Ceremony Only	\$ 399.00

ADD-ONS CHECK ALL THAT APPLY

Additional Videographer for Ceremony	\$ 250.00
Additional Videographer for Reception	\$ 350.00
Additional Videographer for Full Wedding	\$ 500.00
Steadicam Option	\$ 300.00
BluRay Disc Production	\$ 250.00
Raw footage to DVD	\$ 125.00
Raw footage to hard drive or portable media (provided by client)	\$ 75.00

- HD footage requires approximately 300-500+ GB

Additional DVD Discs	No. _____	\$ 25.00 each
Additional BluRay Discs	No. _____	\$ 50.00 each

Rush editing (30 day turn-around)	\$ 125.00
Video Guestbook Booth (option with Bells & Whistles)	\$ 275.00
Photo montage and projection services at reception	\$ 275.00

- 100 photo maximum on CD. Scanning services extra.

Non-editing Options (HD tapes delivered to client) :

4 hours of video coverage, single camera	\$ 450.00
8 hours of video coverage, single camera	\$ 675.00
Raw footage to hard drive for non-editing hire	\$ 100.00

Wedding Video Editing Only:

Up to 4 hours of raw footage	\$ 400.00
Additional footage per hour	\$ 75.00

Notes: _____

TOTAL WEDDING VIDEO COSTS : \$ _____

Package One - The Basics

Package includes:

- Single camera coverage of wedding ceremony and reception.
- Live sound used as available on-camera.
- 1 DVD disc with a personalized menu and chapters.
- On-camera wireless audio recording of ceremony.
- High quality on-camera microphone used for reception.
- 6 hours of coverage included - \$75.00/hr after.
- Steadicam is highly recommended.

Choose Two (2) of the following:

- Documentary style coverage of Ceremony start to finish.
- Documentary style coverage of Reception Events (first dance, toasts, cake cutting etc.)
- Highlights Video, approximately between 10 ~ 20 minutes.

Package Two - The Bells (our most popular)

Package includes:

- Two (2) camera coverage of ceremony with two (2) videographers.
- One (1) camera coverage of reception with one (1) videographer.
- Full editing and integration of actual live wedding music with sync'd sound from laptop.
- Sound board, DJ tracks, and additional mic multi-track recorded to laptop via mixer.
- Wireless audio recorded from groom or officiant during ceremony.
- 2 DVD copies with a personalized menu and chapters of full event.
- 8 hours of coverage - \$75.00/hr after.

DVD Disc includes all of the following:

- Documentary style coverage of Ceremony start to finish.
- Documentary style coverage of Reception Events (first dance, toasts, cake cutting etc.)
- Highlights Video, approximately between 3 ~ 10 minutes.
- Guest interviews and/or cocktail hour if available - NOT guaranteed.

Package Three - The Bells and Whistles

Package includes:

- Three or Two camera coverage of wedding ceremony, Two at reception.
- Two Videographers on location for full event.
- Guest interviews and best wishes coverage guaranteed.
- Bride / Groom dress preparation included at request.
- Wireless audio coverage for entire ceremony (optional at reception).
- Advanced editing and integration of music selections (special effects on request).
- 3 DVD copies with a personalized menu and chapters of full event.
- Full unlimited coverage the day of.

DVD Disc includes all of the following:

- Documentary style coverage of Ceremony start to finish.
- Documentary style coverage of Reception Events (first dance, toasts, cake cutting etc.)
- Highlights Video, approximately between 3 ~ 10 minutes.
- Additional Clips of footage that was excluded from the other videos.
- Guest interviews and/or cocktail hour - Guaranteed.

Ceremony Only Package

Package includes:

- Single camera coverage of wedding ceremony.
- 30 minutes coverage before and after.
- Wireless audio coverage of groom/bride.
- 1 DVD copy with a personalized menu and chapters of event.
- 1 hour ceremony coverage included - \$75.00/hr each additional.

DVD Disc includes all of the following:

- Stylistic coverage of Ceremony start to finish.

_____ (initial) I have read and reviewed the above Packages and understand their content with my selections.

Terms and Conditions:

Purpose: This constitutes an order for wedding video production and finishing services. It is understood that all videos and raw footage remain the sole property of Inspirit Media. All media is strictly copyrighted and may not be used for any other purpose by Client.

Payments / Deposits: Unless otherwise stated, a nonrefundable deposit of \$150.00 is required at the time of contract signing via credit card. If deposit payment is made by cash or check, in lieu of credit card, the full video balance due must be paid in full two weeks prior to your wedding date. The deposit reserves selected days and hours stipulated above. The deposited amount will be credited towards the total contract amount. If the wedding date is changed after contract signing, the deposit may be forwarded towards reserving a new date, providing Inspirit Media has available resources and is free of scheduling conflicts. Payment may be made in cash or by personal check, money order, MasterCard, or VISA. Checks should be made payable to Inspirit Media. The returned check fee is \$50.00 and future payments must be made via Money Order, Cashier's Check or Credit Card. If payment is made by credit card, the balance due will be charged to your account two weeks prior to your wedding.

Contract Cancellation: The Client has thirty (30) days to cancel or alter this contract after signing. If contract is cancelled within thirty (30) days of event, Client will receive a full refund of any payments made, less the deposit. After the thirty (30) day cancellation period, this contract and any mutually agreed upon alterations become legally binding; all intentions thereof will remain in effect. If cancellation occurs within 30 days prior to wedding date, Inspirit Media reserves the right to charge the Client's credit card or seek payment up to 50% of the total contract package amount as stated or entire pre-production costs; whichever is greater.

Liability: Inspirit Media will perform their task to the best of their ability, but accepts no responsibility for unseen circumstances included, but not limited to equipment failure, power outages, illness, inability to perform services and/or other circumstances where the result of the video product is less than ideal. Inspirit Media takes the utmost care with respect to exposure, transportation and handling of master tapes. However, in the unlikely event that all of the video footage should be lost, stolen, damaged or destroyed for reasons within or beyond that of Inspirit Media's control, liability is limited to return 50% of payments received, less the deposit and production costs. The limit of liability for a partial loss shall be a prorated amount of the package selected, based on the percentage of originals lost.

Permission to Video: It is the Client's duty to get permission (preferably written) from all locations to allow video equipment to be used during the entire wedding event. Permission should be received before signing this contract so there will not be any misunderstandings. In the event that Inspirit Media is denied videotaping, 50% of paid monies will be returned to Client, less the reservation deposit.

Model Release: The contracting party grants Inspirit Media the unrestricted right to copyright, use and publish videos and/or photographs of the contracting party and all guests for commercial, promotion, competition or other purposes without compensation or liability to the Client or subject. It is the responsibility of the Client to advise any and/or all participants and attendees that the event will be videotaped. All parties attending the event will therefore be considered as consenting to be included in the final edited video and/or commercial/promotional video by their presence.

Permission to use likeness: Unless otherwise stated, the Client agrees to allow Inspirit Media to use photographs, video clips, photos taken from video footage, and other likenesses from the Client's video session(s) to be used as samples for advertising and viewing by potential customers. Inspirit Media promises to only use samples that are the most flattering to the Client or subject. In the event that additional footage is needed, Inspirit Media reserves the right to use additional stock footage as needed to deliver a full-featured final product.

Final Video Product: Inspirit Media will make every effort to give the Client the best audio and video recording possible, but makes no guarantee either expressed or implied, in regard to the quality of audio/video recordings that are subjective and influenced by many factors beyond the complete control of Inspirit Media - especially during live or un-staged events like weddings. It is also understood that the Client is hiring Inspirit Media for their technical and artistic expertise and therefore, Inspirit Media reserves the right to edit the video as they see necessary. Inspirit Media does not guarantee that everyone involved in the event will be videotaped or will be included in the final edited product. Audio recordings are dependent on sound systems beyond Inspirit Media's control and recording problems are sometimes unavoidable.

Completion: Normal turn-around is approximately 60 business days after completion of filming to obtain a finished product ready for online review. The editing process is timely. Patience is a virtue. Footage will be posted online for home viewing via web browser prior to DVD encoding which can delay finishing. Client has a maximum of 15 days to review and make minor changes. After 15 days, Inspirit Media may complete the contracted DVD's without Client's approval and ship to the address on-contract. Inspirit Media is not responsible for lost/damaged photographs, VHS tapes, DVD's or other media given for publication purposes. Inspirit Media ships using UPS ground or USPS priority. It is Client's responsibility to make claim if faster shipping is required.

Original RAW Media: Inspirit Media may, but is not obligated to, retain copies and/or masters of the raw video footage. Federal Copyright Law protects all videotaped images produced by Inspirit Media. Raw footage to Client is available for an additional fee.

Re-Editing of Video Footage: Requests for changes to the final delivered product will be subject to an editing surcharge of \$75.00 per hour unless an obvious mistake was made by Inspirit Media such as no audio and/or black video. In which case, Inspirit Media will gladly re-edit the footage at no additional charge to the Client. Upon upload of video to website for review, Client must request changes within 15 days. It is the Client's responsibility to review footage online for minor mistakes prior to DVD creation. Major re-editing is subject to additional costs as needed, which will be discussed and agreed upon between Inspirit Media and Client.

_____ (initial) I have read and reviewed the above Terms and Conditions and agree to abide with such.

