

# ABS Media Productions

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*"Capturing Your Memories For A Lifetime"*

*Remember, your wedding photography and video memories will be some of the most important moments of your life, and it is our business to preserve your memories for a lifetime.*

**CLIENT (Please type or print legibly)**

Name of Bride and Groom: \_\_\_\_\_

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_ Phone 3: \_\_\_\_\_

Email: \_\_\_\_\_

Present Address: \_\_\_\_\_

Future Address: \_\_\_\_\_

Rehearsal Date: \_\_\_\_\_ Start Time: \_\_\_\_: \_\_\_\_ AM/PM End Time: \_\_\_\_: \_\_\_\_ AM/PM

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

Media Starts at: *Bride/Groom* Start Time: \_\_\_\_: \_\_\_\_ AM/PM End Time: \_\_\_\_: \_\_\_\_ AM/PM  
(Circle One)

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

Wedding Date: \_\_\_\_\_ Start Time: \_\_\_\_: \_\_\_\_ AM/PM End Time: \_\_\_\_: \_\_\_\_ AM/PM

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

Reception Date: \_\_\_\_\_ Start Time: \_\_\_\_: \_\_\_\_ AM/PM End Time: \_\_\_\_: \_\_\_\_ AM/PM

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

Special Instructions:

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Note: Please note above if there are any media restrictions during the ceremony?

## Our Commitment to You...

- ✓ Maintain close contact with our client to answer any questions
- ✓ Produce "not just a photos and video... but capturing your memories for a lifetime"
- ✓ Exceed the client's expectation upon delivery of the proofs, final CD, and DVD

**ABS Media Productions**  
A Division of ABS Technologies  
50 South Street, Taunton, MA 02780  
**1-877-888-8894**

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**CLIENT (Please type or print legibly)**

Name of Bride and Groom: \_\_\_\_\_

1. What is the expected number of guests: \_\_\_\_\_

2. Are you having music at the reception with a: \_\_\_\_\_ Band; \_\_\_\_\_ DJ; \_\_\_\_\_ Other?

3. Are you having the reception with a: \_\_\_\_\_ Buffet or \_\_\_\_\_ Sit-Down Meal?

4. What is the sequence (Where & When) and approximate time of the following events:

Introductions (See bridal party detail)

Toast: \_\_\_\_\_

Prayer before meal: \_\_\_\_\_

Cake Cutting: \_\_\_\_\_

First Dance: \_\_\_\_\_

Bouquet Toss: \_\_\_\_\_

Father/Daughter Dance: \_\_\_\_\_

During the ceremony and reception, I will be looking for special relatives and friends. Please list all those attending your wedding and the number (#) of each below:

**BRIDE'S**

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Note: Are the bride's sisters and brothers in the wedding party?      \_\_\_ Yes    \_\_\_ No

Special relatives/friends of the bride: \_\_\_\_\_

**GROOM'S**

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Note: Are the groom's sisters and brothers in the wedding party?      \_\_\_ Yes    \_\_\_ No

Special relatives/friends of the groom: \_\_\_\_\_

Are you driving away at the end of the reception, or staying overnight at a hotel? \_\_\_\_\_

The more we know about your wedding the more memorable moments captured on film for you to cherish forever!

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Please read the attached, sign the agreement below, and send us a non-refundable retainer in the amount of \$200 payable to: **ABS Technologies**, to schedule your appointment today! Your balance will be due in full two weeks prior to your scheduled wedding date. We will then sign the document and a copy will be returned back to you with your confirmation number.

This agreement constitutes an order for the wedding photography and videography services as agreed to by both parties: ABS Media Productions, a division of ABS Technologies (**Company**), and the contracting party (**Client**). Unless otherwise specified herein, it is understood that any and all rights to photographs and video, proofs, final or sample items, therefore shall remain the property of the **"Company"** and may be used for advertising, display or any other purpose thought proper by the **"Company."**

If the photographer and/or videographer cannot perform this agreement in whole or in part due to a fire or other casualty, act of God or nature or terror, or other cause beyond the control of the parties or due to the photographer's and/or videographer's illness or injury, then the **"Company"** will return all fees to the **"Client"** but shall have no further liability with respect to this agreement. This limitation on liability shall also apply in the event that photographic and/or video materials are damaged in processing, lost or damaged without fault on the part of the videographer and/or photographer. The **"Client"** agrees that an entire wedding cannot be replicated, reenacted or repeated for the purpose of a reshoot and limits the **"Company"** liability to the amount paid under this contract.

**It is understood and agreed that no other photographer and/or videographer will be allowed to interfere while the Official Photographer and Videographer herein is working.**

For copyright compliance purposes, music and other additional audio recordings shall be supplied by wedding party on a single CD. Each song title and artist must be provided in the "Special Instructions" section of this form. The **"Company"** wedding photos and videos are supplied as a service, and no charges shall be incurred or absorbed by the **"Company"** for music and audio recordings which may be held under copyright of their respective owners. It shall be noted that the **"Company"** makes no profit as a direct use of copyright audio recordings. By signing this form, you release the **"Company"** and its subsidiaries from legal action as a result of unauthorized duplication of audio recordings, and hold your-self responsible for such actions.

On signing of this agreement by both parties hereto, the **"Company"** will reserve the time agreed upon and will not make another reservation for the specific time frame. For this reason, all deposits are non-refundable even if the date is changed or if the wedding becomes cancelled for any reason.

The service fee will be \$\_\_\_\_\_ which includes 16 hours of media coverage. A deposit of \$200 is due at the signing of this agreement, with the balance due two weeks prior to the scheduled wedding date on file with our office, unless otherwise pre-arranged, and in writing. No photography and/or videography will take place and no rights are granted until a timely payment is made in full or other arrangements agreed upon by both parties. Late payment fees may apply. The fee is non-refundable in case of cancellation or date change by **"Client."** This agreement, together with the entire appendix herein will be made a contract by affixing the appropriate signatures in the space provided below.

**"Company"**

**"Client"**

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
(Please Print)

Name: \_\_\_\_\_  
(Please Print)

Date:        /        /

Date:        /        /

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