



# SCHEDULE

Date of Wedding: ..... Time: .....

Ceremony Venue: .....

Reception Venue: ..... Time of Wedding Breakfast: .....

Brides Name: ..... Grooms Name: .....

Address: ..... Address: .....

Tel. No: ..... Home/Work Tel. No: ..... Home/Work

Mobile No: ..... Mobile No. ....

Name of Best Man: ..... No. Of Guests: .....

No. of Bridesmaids: ..... No. of Ushers .....

Any other Attendants?: .....

Brides Before Ceremony Photographs to be taken at: None Required/Brides Home/Venue/Other (please state below)

All correspondence after the Wedding to: .....

Wedding Service Required (if known): ..... Deposit Paid: £ ..... Date Paid: .....

Signature: ..... Date: .....

**PLEASE SIGN AND DATE THE TERMS AND CONDITIONS OVERLEAF BEFORE RETURNING THIS SCHEDULE AND YOUR DEPOSIT TO:**

**Claire & John Poole Photography**  
**The Garden Studio, Packwood House, Hafren Road, Shrewsbury SY3 8NG**  
**Telephone 01743 353800**

# ***Terms and Conditions***

It is agreed that the following terms set out the total agreement made between the parties and that no variation or modification of this contract shall be effective unless agreed by both parties in writing.

A deposit of £100 is payable at the time of booking your wedding and is non-refundable or transferable in the event of a cancellation. The balance for payment for the service booked is due not less than one calendar month before the wedding date. The Client may cancel this contract at any time by giving written notice to John Poole Photography but in doing so shall forfeit any monies paid. Should cancellation be received less than one calendar month prior to the date of the ceremony the total sum of the wedding service agreed shall be payable.

Previews will be supplied to the Client on a CD dependant on the method of image capture. These previews remain the property of Claire & John Poole Photography and must be returned at the time of making your album choice.

No photographs will be delivered until full payment for the has been received. Payment for any further orders is to be made when the order is placed. All prices are inclusive of VAT at the current rate (if applicable).

Digital files remain the property of Claire & John Poole Photography and any images included in this contract may be displayed in the photographers studio, portfolio literature, display areas, exhibitions, competitions, advertising and slide shows. Digital files will remain active for 12 months, after which a search fee will be charged in addition to prices in force at that time.

All image sizes are nominal. We will provide a colour balance but cannot guarantee exact colour matching. Owing to anomalous reflectance caused by a combination of certain dyes and materials, especially man-made fibres it is sometimes impossible to records the exact colour as seen by the human eye.

We shall be granted licence in relation to the poses photographed and the locations used. The Photographers judgement regarding the locations/ poses, equipment used, camera settings, number of images taken and number of images presented to the Client shall be deemed correct. We will honour requests for specific photographs wherever possible subject to the following: weather, time permitting, availability and co-operation of the person(s) concerned. All such requested photographs must form part of the clients final wedding order.

Claire & John Poole Photography cannot be held responsible for the lack of coverage caused by any members of the wedding party not being ready or not arriving on time, the lack of co-operation of the person(s) concerned nor by restrictions placed on the photographer by officials of the church, register office or licensed wedding venue.

Any images, or copies of images, whether stored digitally or otherwise and any computer program, including any source or object code, computer files or printed documentation relating to such images are protected by the Copyright and Design Act 1988. It is contrary to the Act to copy or allow to be copied photographically/electronically or by any other means an image created as part of this contract without the prior written permission of Claire & John Poole Photography.

In the unlikely event of the assigned Photographer being unable to attend your wedding due to unforeseen circumstances, Claire & John Poole Photography reserve the right to appoint another photographer to attend your wedding on our behalf to undertake the wedding photography to his/her best ability.

Any complaints should first be raised by the Client with Claire & John Poole Photography in writing within 14 days from the date of receipt of the images.

Force Majeure or Act or God. The due performance of this contract is subject to alteration or cancellation by either party owing to any cause beyond their control.

In the unlikely event of a total photographic failure or cancellation of this contract by either party or in any other circumstance, the liability of one party to the other shall be limited to the total value of the wedding service chosen. Neither party shall be liable for indirect or inconsequential loss.

**Signed:** ..... **Date:** .....

**Print Name:** .....