

GERI SHEPPARD PHOTOGRAPHY BOOKING & ORDER AGREEMENT

Please fill in the red boxes

I (the Client named in this Agreement) understand that copyright in all parts of all Photographic Works created remains the property of the Photographer. Under Geri Sheppard Photography Standard Terms and Conditions, I purchase a licence to use the Photographic Works of the Photographer.

Client Name		Order Number
Address		Email
Phone	Cell	Work

Step 1 - Confirmation of Sitting Appointment (See also Clause 9 GSP Standard Terms & Conditions)

At the time of signing this Agreement, the Sitting Fee Deposit must be paid. This fee confirms and holds the sitting appointment time and enables Geri Sheppard Photography to schedule and allocate the required resources.

In addition, the Sitting Fee will be invoiced at the time of signing this Booking and Order Agreement. The Sitting Fee covers the cost of your sitting. This fee is due on delivery of the Photographic Works.

Provided that this sitting appointment is not postponed within 90 days of the booked appointment time, the amounts (if any) shown under "Conditional Sitting Fee Credit" shall apply to the corresponding appointment. This amount will then show as a credit on the Order account.

I understand and accept that any credit on the Sitting Fee requires notification of cancellation no less than 90 days of the booked appointment time.

Signed (Client) **X**

Further to clause 2 of the Geri Sheppard Photography Standard Terms and Conditions do you consent to Geri Sheppard Photography using your images in the following specific situations: *Please tick*

GSP website Advertisements Industry shows

Special considerations:

Includes free thank-you cards with envelopes

Sitting Date

Sitting Fee *(Nelson \$2000.00)*

Minimum Sitting Fee Deposit **\$ 600.00**

Conditional Sitting Fee Credit **\$ 300.00**

Balance Owing *(Nelson \$1400.00*)*

*Please note: The balance owing on the whole Booking and Order is required before any part of the Photographic Works can be collected
* Does not include travel or optional extras*

Step 2 - Collection Appointment

At this time all outstanding fees are due. This can be a single payment or arranged prior to sitting by instalment. Photographic Works can only be collected when payment has been received in full.

I accept and agree with the details and conditions written above and also acknowledge that:

- (a) Geri Sheppard Photography Standard Terms and Conditions form part of this Agreement, and
- (b) I have had an opportunity to read Geri Sheppard Photography Standard Terms and Conditions and I am satisfied understand this Booking and Order Agreement; and
- (c) The Photographic Works may be used for the purposes set out in clause 2 of the Geri Sheppard Photography Standard Terms and Conditions.

Signed (Studio)	<i>Geri Sheppard</i>	Date
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Signed (Client) X	Name	Date
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