

GERI SHEPPARD PHOTOGRAPHY

PORTRAIT BOOKING AND 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		
Phone	Cell	Work

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

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 and collection preparation time. This fee is due on delivery of the Photographic Works.

People Attending	Sitting Date	
Special Requirements	Sitting Fee	
	Travel & Expenses	
	Balance Owing	
	<i>Please note: The balance owing on the whole Booking and Order is required before any part of the Photographic Works can be collected</i>	

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)	Geri Sheppard	Date
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Signed (Client) X	Name	Date
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