



2202 Castello Way San Antonio TX 78259  
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### VIDEO & PHOTO SERVICE

EVENT DATE: \_\_\_\_\_ HOW DID YOU HEAR FROM US: \_\_\_\_\_ DATE: \_\_\_\_\_

BRIDE: \_\_\_\_\_ GROOM: \_\_\_\_\_

PHONE: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SHIPPING ADDRESS (+\$25): \_\_\_\_\_

COORDINATOR / BACKUP CONTACT: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PRE-CEREMONY BRIDE: \_\_\_\_\_ START: \_\_\_\_\_ END: \_\_\_\_\_

PRE-CEREMONY GROOM: \_\_\_\_\_ START: \_\_\_\_\_ END: \_\_\_\_\_

CEREMONY: \_\_\_\_\_ START: \_\_\_\_\_ END: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ POST-CEREMONY 30 /45 /60 /90: \_\_\_\_\_

RECEPTION: \_\_\_\_\_ START: \_\_\_\_\_ END: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ SUNSET: \_\_\_\_\_ DJ/BAND: \_\_\_\_\_

VIDEO PACKAGE: \_\_\_\_\_ INCLUDES: \_\_\_\_\_

PHOTO PACKAGE: \_\_\_\_\_ INCLUDES: \_\_\_\_\_

BRIDAL:   DETAILS: \_\_\_\_\_

ENGAGEMENT:   DETAILS: \_\_\_\_\_

REHEARSAL:   DETAILS: \_\_\_\_\_

PHOTOMONTAGE:  DETAILS: \_\_\_\_\_

ALBUM PAGES 20 /30 /40: \_\_\_\_\_ ALBUM NOTES: \_\_\_\_\_

MUSIC FOR HIGHLIGHTS: \_\_\_\_\_

VIDEO NOTES: \_\_\_\_\_

PHOTO NOTES: \_\_\_\_\_

SPECIAL PHOTOS: \_\_\_\_\_ GUEST TOTAL: \_\_\_\_\_

WEDDING PARTY: (E.g. 5 BM + 5 GM + 1 FG + 1 RB + 2 USH) \_\_\_\_\_

IMMEDIATE FAMILY: (E.g. BRIDE: M, D, 2S, 1B, 2GP / GROOM: M, SD, D, SM...) \_\_\_\_\_

FOR YOUR CONVENIENCE WE ACCEPT CASH, CHECKS OR CREDIT. IF PAYING WITH CREDIT, A STANDARD 3% CONVENIENCE FEE IS WAIVED ON THE FIRST PAYMENT ONLY.

SERVICE / PRODUCT	DETAILS	AMOUNT
VIDEO PACKAGE:		\$
PHOTO PACKAGE:		\$
OPTION:		\$
OPTION:		\$
OPTION:		\$
TAX:	8.25%	\$
TRAVEL:	OUTSIDE LOOP 1604	\$
SHIPPING:	OPTIONAL	\$

PAYMENT INFORMATION			FOR INTERNAL USE ONLY			
TOTAL: <b>➔</b>	INCLUDING TAX	\$				
1/3 PAYMENT:	WHEN BOOKING	\$				
2/3 PAYMENT:	3 MONTHS BEFORE	\$				
3/3 PAYMENT:	3 WEEKS BEFORE	\$				
CC INFO:						
<b>TURNAROUND: 8-10 WEEKS</b>			PAID IN FULL:			

## INFINITY VIDEO & PHOTOGRAPHY AGREEMENT

### General Contract:

1. Customer agrees to cooperate with Infinity Video & Photo (IVP) and understands that without full cooperation by customer, satisfaction cannot be guaranteed.
2. A non-refundable payment (1/3) is required to book the date, a second payment (2/3) is due 3 months before the wedding and the final payment (3/3) is due 3 weeks before the wedding. We receive checks, C.C. and cash.
3. In the event of a postponement or cancellation of the wedding, the amounts paid may be used for any future event up to 6 months past the date of the original event, providing (IVP) has no other obligations for that new date. After that, all payments will be forfeited.
4. All adjustments or orders must be submitted in writing or email.
5. It is understood and agreed that (IVP) cannot guarantee to produce any specific objects, locations, situations or persons in the performance of the duties and services specified in this contract.
6. In case of an emergency, (accident, injury) (IVP) has the right to assign a videographer or photographer of equal or better level of experience to fulfill the service for this assignment.
7. Videographers and photographers working 6 or more hours, require a 20 minute break during dinner.
8. Any breach on this contract will constitute a reason for non-completion with no liability to (IVP) and loss of payments.
9. In the event that (IVP) fails to comply with the terms of this contract due to any event or act outside of the control of (IVP), (IVP) liability is limited to the refund of the payments.
10. After notifying the client of the completion of project, the client will have 30 days to collect the products. After this, there will be a \$50 monthly holding fee.
11. (IVP) reserves the right to decline outdoor videography or photography service in the event of inclement weather. Client is responsible for providing an alternate nearby location in the event of severe weather.
12. Shipping of any product(s) is \$25. It covers shipping, handling and insurance. This fee must be collected prior to shipping.
13. Travel: \$1 per mile outside Loop 1604 in SA both ways. After 11pm and more than a 2 hour drive requires hotel accommodations. Exclusions may apply.
14. Destinations weddings require additional travel fees: Airfare/Mileage, Hotel and Car rental. Exclusions apply.
15. \$25.00 will be charged for any returned checks and must be paid before the day of the event.
16. Checks payable to: Infinity Video. Address: 1014 E. Bitters Rd. San Antonio TX 78216.

### Video Contract:

17. In the event of a postponement of a service, (Childhood, Engagement, Lovestory, Bridal, Honeymoon) the customer will have up to 4 weeks past the wedding day to provide the material or disposition to generate that particular service. After that time, all payments will be forfeited.
18. In the event of a cancellation of a service: (Childhood, Engagement, Lovestory, Bridal, Rehearsal, Honeymoon) there will be a credit of the same value to be used for any other service. The customer will have up to 4 weeks past the wedding date to use this credit. After this time a cancellation fee of \$100 per service will take effect.
19. After the wedding, (IVP) will grant a period of 3 months to allow time for customers to provide all the needed information to finish the project (Music/Photos/Videos). After that period, there will be a \$200 penalty fee to restart the project. IVP will not be responsible for inconclusive projects due to the lack of information.
20. (IVP) Reserves the right to use any music on any project if customer does not provide in the agreed timeline.
21. (IVP) is the exclusive videographer and others professional videographers may be permitted only at our discretion.
22. (IVP) Reserves the right to use the video for display taking in consideration the respect to the customer's exposure.
23. Additional masters may be purchased after delivery. DVD's & Blu-Rays will be available 1 month after delivery.
24. It's the client's responsibility to provide the proper authorization of copyrighted material (music/photos) for use on their video.

### Photography Contract:

25. In the event of a postponement of a service, (Engagement or Bridal) the customer will have up to 4 weeks past the wedding day to provide the disposition to generate that particular service. After that time, all payments will be forfeited.
26. In the event of a cancellation of a service: (Engagement, Bridal or Rehearsal) there will be a credit of the same value to be used for any other service. The customer will have up to 4 weeks past the wedding date to use this credit. After this time a cancellation fee of \$100 per service will take effect.
27. After the wedding, we will grant a period of 3 months to allow time for customers to provide all the needed information to finish the project (Editing/Prints/Albums). After that period, there will be a \$200 penalty fee to restart the project. IVP will not be responsible for inconclusive projects due to the lack of information.
28. (IVP) is the exclusive photographer and others professional photographers may be permitted only at our discretion.
29. (IVP) Reserves the right to use the photos for display taking in consideration the respect to the customer's exposure.

CLIENT: \_\_\_\_\_

DATE: \_\_\_\_\_

INFINITY: \_\_\_\_\_

DATE: \_\_\_\_\_