



# RLV Productions, LLC

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## Wedding Video Production Agreement

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### Client Information:

Name:	Address (Bride or Client):	Secondary Address (Bride or Groom):
Phones: Home: Work: Cell:	Email Addresses: (Please supply 2)	Future Address (Where to ship Discs)

### Wedding Information:

Day of Event: Date of Event:	Time of Event:	Type of Wedding:
Ceremony Location Name: Address:  Phone: Email (If any)	Reception Location Name: Address:  Phone: Email (If any)	Other Location: Name: Address:  Phone: Email (If any)

### Wedding Video Collections: Check One:

<input type="checkbox"/> <b>THE WICK</b> \$1,495.00	<input type="checkbox"/> <b>THE CANDLESTICK</b> \$2,695.00	<input type="checkbox"/> <b>THE FLAME</b> \$3,295.00
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### Enhancements: Check All that apply

<b>Extra Video Coverage</b> \$100.00 per hour <input type="checkbox"/> X ____ (no of hrs)	<b>HD Delivery on Blu-Ray</b> \$250.00 <input type="checkbox"/>	<b>File Delivery for Computer</b> \$150.00 <input type="checkbox"/>	<b>Additional Camera</b> Qty____ \$150.00 per camera <input type="checkbox"/>	<b>Additional Microphone</b> Qty____ \$50.00 per microphone <input type="checkbox"/>	<b>Best Wishes to Bride &amp; Groom (Interviews)</b> \$400.00 <input type="checkbox"/>	<b>Rehearsal Coverage</b> \$600.00 <input type="checkbox"/>
<b>Wedding Party &amp; Credits Close</b> \$150.00 <input type="checkbox"/>	<b>Photo Montage Up to 50 Photos</b> \$300.00 <input type="checkbox"/>	<b>Love Story (Shown at Reception)</b> Starting at \$500.00 <input type="checkbox"/>	<b>Wedding Day Edit (Shown at Reception)</b> \$1,000.00 <input type="checkbox"/>	<b>Wedding Highlight</b> \$1,000.00 <input type="checkbox"/>	<b>Video Invitations Starting at \$500.00</b> <input type="checkbox"/>	<b>Video Invitations with Love Story:</b> \$800.00 <input type="checkbox"/>
<b>Bridal Spotlight (Shown at Reception)</b> Starting at: \$750.00 <input type="checkbox"/>			<b>Extra Copies:</b>		<b>DVD \$22.50 Each</b> Qty:_____	<b>Blu Ray**</b> Qty_____

\*\*To get extra Blu-Ray Copies, HD Delivery on Blu-Ray option must be purchased.

Subtotal: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_

Retainer (non refundable reservation fee): \$ \_\_\_\_\_

Balance Due before Wedding: \$ \_\_\_\_\_

Agreement continues on the other side of this page. By signing this, you agree to the terms on the back.

CLIENT \_\_\_\_\_ DATE \_\_\_\_\_

STUDIO \_\_\_\_\_ DATE \_\_\_\_\_

Please sign this agreement and return it to me with the retainer. I will sign it and send you a copy and confirmation.



## Agreement

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**THE STUDIO** Refers to (RLV Productions, LLC in Pittsburg, Kansas), its lessees, contractors or sub-contractors, employees, agents or servants. Please read both sides, because the terms on each side are part of this contract. If any portion of this agreement should be determined to be invalid, or unenforceable for any reason, it is agreed that the invalidity of such portion shall not affect the validity of the remaining portions of this agreement. By signing, Client certifies that they have read and agree with both sides of this contract and agree to the terms, limitations and conditions within.

**AGREEMENT:** A firm and binding agreement exists between Studio and Client only after agreement has been properly executed and all fees paid at least two (2) weeks prior to the event. A retainer must be paid at the time of booking with the balance due and payable two weeks prior to the event date. This initial retainer is made to secure the exact date for the Studio services. It is the Client's guarantee that the Studio will not book someone else in Client's time slot. The retainer is non-refundable. Should Client not pay the balance due two weeks prior to Client's event date, Client's retainer will be forfeited and the Studio will be under no further obligation to Client. If the event date is changed to a new date within one year and the Studio is available on the new date, the Studio will shoot on the new date and apply the retainer to the new date. A new contract must be written for the new date and client will be charged a \$500 rescheduling fee. If the Studio is not available or if the event is canceled, the Studio will refund Client's money less the non-refundable retainer and rescheduling fee and the Client must notify Studio immediately in writing. This agreement supersedes and replaces any previous document, correspondence, conversation or other written and/or oral understanding. Any controversy or claim arising out of or relating to this agreement, or breach thereof, shall be settled by arbitration and judgment upon the award by the arbitrator(s) may be entered in any court having jurisdiction thereof. The parties waive trial by jury, to the extent permitted by law, and expressly agree to mediation in any action or proceedings brought by either party against the other, or any matter connected with this agreement.

**DISPLAY RIGHTS:** It is understood that the Studio reserves all rights to exclusive use of the videotape, reproduction and display, and you are acting as agents for all guests and grant the Studio rights for display use of videotapes produced under this agreement. All work produced under Studio is copyrighted and fully protected by Federal Copyright Law. The client is granted a license to use the videotape only for private home uses. Any other permission for the client to use the videotape and/or its images must be granted in writing by the studio. Client agrees to provide general notice to all guests and service providers that the event will be videotaped. With this notice, and by virtue of their attendance, all guests and service providers acknowledge and give permission for the use of their images, voices and likenesses by the studio.

**PRODUCTION & EDITORIAL CONTROL:** The Studio is the exclusive official videographer retained by Client to cover event. Studio is granted full production and editorial control by Client regarding all aspects of the production and post-production services for this event. If another person or entity videotapes any portion of the event, the Client will be charged an additional \$300 per hour for each videographer present not associated with Studio. This does not apply to friends and relatives not interfering with studio. In the case a particular segment of the event is either not recorded, partially recorded, or not a part of the edited master tape, it is at the sole discretion of the Studio and producer of the video recording. If something occurred at the wedding that Client does not want to appear on the videotape, Client must instruct Studio before editing begins. Any editing changes must be made within one week of delivery of videotapes. After one week from delivery, Studio is not liable for any requested changes. Editing errors made by Studio are corrected at no charge (i.e spelling, technical errors). Changes that are not the result of errors by the studio will be made at the current rate per hour for editing labor and duplication fees. Allow an additional 10-12 weeks for reedits. The Studio reserves the exclusive right to edit all videotape. Client is granted only a license to use production for private nonprofit uses, unless other permission is granted in writing by the Studio. Original tapes are not available to Client and are owned by the Studio and maintained for six months.

**RIGHTS:** Studio warrants that the Client has retained the legal rights to anything the Studio will videotape including photos, audio, music and any other elements used in Client's videotape. Client agrees to indemnify and hold the Studio harmless for any loss, damage, or liability for infringement of any rights arising from the use of tapes. Client assumes all responsibility for obtaining any necessary permission, clearance permits, access to, hook up fees and admission which may be required to videotape event. The video is for private home use only, and the Client assumes full responsibility and liability for any public performance or display of the video.

**LIABILITY AND GUARANTEES:** The Studio takes the utmost care in producing Client's video. In the unlikely event that a problem arises and the Studio is unable to provide any video, all monies paid will be refunded. The Studio liability is limited to refund of money paid. The Studio is not responsible for loss of video or audio quality due to restrictions at event locations. The Studio does not guarantee any particular shot, effect, interview or special request. If a specific videographer has personally committed to being the primary event videographer and in the very unlikely event that an emergency arises (extreme sickness for example) and is unable to perform the services, the Client will be notified immediately and all money paid will be refunded to the Client. If this were to occur, every effort possible will be made by the Studio to recommend and secure another quality videographer for the Client. This is the extent of the Studios liability. Studio has full business liability insurance. Your Primary videographer is Raymond Vail, Jr.

**DVD-R's:** The disc you receive is 100% DVD-R compliant and is guaranteed to play on all DVD-R compliant players.

**BLU-RAYS (BD-Rs):** The disc you receive is guaranteed to play with most current Blu-Ray Players and other devices such as Playstayton 3 that are BD-R Compliant. It has been known to not properly work in older Blu-Ray Devices. Please try playing disc in more than one device before contacting us about the issue.

**FOOD:** If video coverage is greater than 5 hours, Client will provide a vendor's meal to the videographers when guests are served.

**WORKING CONDITIONS:** Client must provide a safe working environment and is responsible for any damage to equipment done by guests. Shelter must be provided from rain, extreme temperatures and humidity, in these conditions video may be limited.

**OVERTIME AND OTHER CHARGES:** Overtime will be billed in 1 hour increments at the current rate of \$100.00 per half hour, until such time as the Client has departed, informs Studio to discontinue, or prearranged to end coverage.

**PARKING FEES:** Parking fees (valet or self parking), for each videographers car will be charged to the Client.

**PRODUCTION MATERIAL:** Including: Invitation, Program, Music, Directions and Planning Guide are due two weeks before event date. Production material delivered to Studio after event will not be included in video production.

**DELIVERY OF VIDEO/DVD-R** Will be approximately 6 months after event and all pre production material is received by Studio. The completion time is only an approximate length of time and any longer periods necessary for completion will not void this contract. The Studio cannot accept responsibility for material lost or damaged in transit.



## **Wedding Checklist:**

**(KEEP THIS PAGE UNTIL YOU ARE READY TO RETURN THIS TO US WITH THE NECESSARY ITEMS)**

**PLEASE HAVE THIS RETURNED 2 WEEKS PRIOR TO WEDDING DATE.**

***This is the bare minimum on what we need to put your wedding video together, other items listed in the contract are optional. We would like to receive these items before the day of the wedding if at all possible. If not, please bring these to the day of the wedding and we will return these when the wedding DVD is ready to be distributed.***

Minimum Items we need:

- INVITATION**
  
- ENGAGEMENT PHOTO**
  
- FINAL COUNT ON HOW MANY DVDS TO PRODUCE. (IF BEYOND CONTRACT)**

Optional items as stated in the contract:

- PHOTOS OF BRIDE AND GROOM GROWING UP AND PICS OF THE COUPLES TOGETHER**
  
- WEDDING PROGRAM (IF AVAILABLE, IF NOT, PLEASE PROVIDE A LIST OF THE ENTIRE WEDDING PARTY)**
  
- MUSIC FOR THE WEDDING DVD (If Applicable)**
  
- OTHER MEMORABILIA YOU WOULD LIKE TO SUPPLY FOR THE DVD (We will use as much of this as we can but may not use all of them)**