

Overview

Creative Solutions Hereinafter known, as (CS) carry a five Million Pounds Public Liability insurance, five Million Pounds Employers Liability insurance. A deposit of £200 is required upon return of this booking form (non refundable subject to Paragraph 3.c). Failure to include the deposit will not secure your booking and may be booked by other parties. A date may only be considered reserved once a completed booking form has been received and funds cleared. The full balance is payable 21 days prior to the date of your wedding. *A day is 8hrs. Any time past 8hrs in which a production runs will be charged at £75.00 per hour per cameraman. The Customer(s) may cancel this contract at any time by giving written notice to CS subject to Paragraph (3. b/c/d) Any variations in the times, dates, or to the planned event that may impact the contract should be communicated to CS as soon as possible.

The Customer(s) must obtain permission to film the Marriage Service and the Customer(s) is also responsible for any fees levied at the various locations. CS will build your film around any special requests made within this contract. Artistic interpretation cannot be guaranteed but every attempt will be made to comply with the Customer(s) wishes. Any final editing decisions are of the sole discretion of the CS editor. As part of this wedding package CS supply both music Copyright licenses as required by law. If the Customer(s) submits any media to CS for inclusion in the film, Copyright clearance is the responsibility of the Customer(s) other than music covered in Paragraph (e). Completion is usually 6 to 8 weeks from the date of the event (not including any bank holidays). Subject to Paragraphs (5.h.1 and 5.h.2).

Full Terms and Conditions

1. General information

Creative Solutions Hereinafter known, as (CS) will provide services to the Customer(s), providing the Customer(s) have/has assessed all the risks that may occur. CS carry five Million Pounds Public Liability insurance and indemnity insurance.

2. Booking and payment

- a. A deposit of £200 is required upon return of this booking form (non refundable subject to Paragraph 3.c). Failure to include the deposit will not secure your booking and may be booked by other parties.
- b. A date may only be considered reserved once a completed booking form has been received and funds are cleared. Until that point dates cannot be guaranteed. If a date is no longer available any deposit received will be returned to the sender with no further liability on either party.
- c. The full balance is payable 6 weeks prior to the date of your wedding. In cases where a booking has been within the 6 week period, the full (non refundable) balance is payable. Failure to pay the final balance within this period will cancel your booking and the full contract price agreed will become chargeable.
- d. *A day is 8hrs. Any time past 8hrs in which a production runs will be charged at £75.00 per hour per cameraman.
- e. All prices include travel.
- f. Depending on the circumstances there may be additional charges and the Customer(s) will be advised before any variation to the contract is agreed or accepted.

3. Cancellations

- a. Weddings sometimes need to be cancelled. We strongly recommend that all couples take out comprehensive wedding insurance to protect themselves from costs if they need to cancel.
- b. The Customer(s) may cancel this contract at any time by giving written notice to CS.
- c. Refunds are only available if it is requested in writing and sent by recorded delivery within seven days of booking only. A 15% fee of the full booking price will be charged for administration purposes
- d. Cancellation charges are as follows;
 1. More than ninety days prior to the date = deposit only.
 2. Ninety days to thirty days prior to the date = deposit plus half the remaining cost.
 3. Less than thirty days prior to the date = full amount.

4. Filming the day

- a. Any variations in the times, dates, or to the planned event that may impact on the contract should be communicated to CS as soon as possible.
- b. The Customer(s) must obtain permission to film the Marriage Service and the Customer(s) is also responsible for any fees levied at the various locations.
- c. The Customer(s) must also seek permission from any other venue where filming will be required.
- d. Arrangements should be made for all venues to be accessible by CS at least one hour before the time of each event; this is to be arranged by the Customer(s).
- e. We aim to be discreet whilst filming but in low light conditions additional camera-mounted or free standing lighting may be required.
- f. Coverage will be as the cameraman's professional expertise determines and no one scene will be determined more important than another. While every effort will be made to get the best position for the camera(s) to film the event this may not always be possible if restrictions are imposed upon us on the day,
- g. We use broadcast quality well maintained equipment, however we will not be liable for any Radio Signal



losses, Battery failures, equipment failure and or material defects, which are beyond our control. In the unlikely event of a total video failure our liabilities are limited to a refund of all monies paid by the Client(s).
h. Every effort is made to ensure perfectly colour and lighting reproduction, but certain conditions may not be accurate such as mixed indoor and external lighting, hard shadows, and low lighting conditions. With these factors beyond our control, we will endeavor to produce the best pictures possible.
i. If the camera operator is to film for longer than 4 hours then some form of refreshment must be provided at the clients expense.

5. The Edit

a. CS will endeavour to build your film around any special requests made within this contract, but such requests are not binding instructions. Artistic interpretation cannot be guaranteed but every attempt will be made to comply with the Customer(s) wishes. CS will not be held responsible for scenes not included due to inclement weather or other conditions outside of CS control.
b. Any final editing decisions are of the sole discretion of the CS editor
c. Any changes requested on the final copy once sent out will be subject to a further charge.
d. Additional extras will be supplied at current retail costs.
e. To comply with Copyright law, if a choir or musician performs any music live, then a licence needs to be obtained from the Composer and Publisher of the music (Legislation Copyright Designs and Patents Act 1988 Part II, s.181 et). Composers and Publishers are represented in the UK and Ireland by MCPS. If the music is being played from a CD, record or any other recording, a second licence needs to be obtained from the Record Company. The Record Companies are represented in the UK and Ireland by PPL. CS supply both licences in Paragraph (5.e) as part of this wedding package and this should be communicated to your ceremony organiser.
f. Any loss or damage of material or software (i.e. video and/or audio supplied by the Customer(s) is limited to the cost of the media alone. No consequential loss is accepted by CS.
g. If a Customer(s) submits any media to CS for inclusion in the film, Copyright clearance is the responsibility of the Customer(s) other than music covered in Paragraph (e)
h. Completion is usually within 6 to 8 weeks from the date of the event (not including any bank holidays). Subject to Paragraphs (5.h.1 and 5.h.2) .1. The Customer(s) supplies CS all items required to complete the video before the event date. 2. If after 6 months from the date of the event, the items and, or information required to finish the video is not forthcoming, then the service will have expired and an additional fee will be made for any subsequent editing.

6. Acceptance of Goods.

a. The Customer(s) shall within fourteen days from the delivery of goods give written notice to the Company of any respect in which it is alleged that the Goods do not comply with the Contract. Subject to any such notice, the goods will be deemed to comply with the Contract in all respects.

7. Additional

a. We keep a master copy of your film in our archives for up to one year. You may order additional copies within this period as required. If you wish to order additional copies after one year we cannot guarantee that the master will be available.
b. The prices within this contract are current at the time of viewing. CS reserves the right to change and amend this contract without notice at which point prices may change.
c. CS retain Copyright of the goods produced from this contract and are protected by the Copyright and Design act 1988.
d. The Customer(s) hereby allows CS to display any media included in this contract in any form.
e. These conditions do not affect the statutory rights as a consumer as defined by the Unfair Contract Terms act 1977 or any statutory amendments of that act.

I have read and understood the above contract and agree with it in full.

*Signature of client(s) _____ Date _____

*Print _____

**Signature of client(s) _____ Date _____

*Print _____

* Mandatory information required. **Second signature is not mandatory.

