

Client's Name: _____ Photography Session/Package: _____

Session Date (If Known): _____ Photographer's Fee: _____

Name and Birthdate of Child To Be Photographed: _____ Client's Phone Number: _____

1. **DEPOSITS AND PAYMENTS:** Photo sessions are NOT scheduled until the required deposit (or in-full payment in the case of Mini Sessions), is made to Gina Marie Photography, LLC (the Photographer). The deposit (half of the total charge for the services) is non-refundable. Balances are to be paid in-full for travel and event photo sessions at least 3 days before the originally scheduled date of the photo session. All other sessions require the balance to be paid **NO LATER THAN the originally scheduled photo session date. No reschedules will be made apart from balances being paid by the originally scheduled photo session date.** In no case will photos be delivered before full payment has cleared. **Checks are NOT accepted forms of payment.** All Gift Certificate purchases are final and no refunds will be issued. Please note: All sessions are subject to being rescheduled due to poor weather conditions and compliance with our Wellness/Newborn Safety Policy. Rescheduling will happen as early as our mutual schedules will allow, but a timeline is not guaranteed. A backup indoor rain plan for the same date is recommended for any outdoor photo session that needs to happen by a certain date/time. Mini Sessions are available only in specifically designated places. Deposits (required for booking) are non-refundable but may be applied to any session type booked with us **for a date within one year of payment.** Weekend reschedule dates cannot be guaranteed within a certain timeframe.

2. **DIGITAL FILES:** High resolution digital negatives (.JPEG) will be electronically delivered to the Client within one week of the completion of editing. Client must secure their photographs in a manner that they are comfortable with, such as saving them on a USB drive or their own computers. **NOTE: Photographer is not required to store photos beyond one (1) week of delivery of digital files.** Photographer is not liable for destruction or deletion of photographs that the Photographer is storing. Photographer will only store the fully edited JPEG files from your photo session. Larger file request (i.e. TIFF files), must be requested via email in advance of the photo session and an additional fee **paid** for this service. Quantity of images in Client gallery is **strictly cooperation-based** (i.e. session beginning when scheduled, posing cooperation of all involved, etc.).

3. **QUALITY:** The Client shall assist and cooperate with the Photographer in obtaining the desired photographs, including but not limited to specifying persons and/or scenes to be photographed, making sure children are where they need to be in order to be photographed, taking time to pose for photographs at the Photographer's direction; providing a person to guide the Photographer to desired persons and/or scenes, etc. (if needed at an event photography photo session). The Photographer shall not be responsible for photographs not taken as a result of the Client's failure to provide this reasonable assistance and cooperation as needed, including but not limited to locations where the photo sessions will take place due to scheduling and availability.

4. **COPYRIGHT:** The Photographer retains copyright of all photographs, and hereby grants the Client unlimited but non-exclusive private use rights to use or reproduce the photographs for which the Client pays. **The Client may not grant photo rights or access to other persons or businesses without express written permission from the Photographer including tagging other business for features Instagram without credit being given to The Photographer as well.** Commercial use of Gina Marie Photography, LLC images is strictly at the Photographer's discretion. Commercial usage rights of Gina Marie Photography, LLC images by the Client is a separate service available for purchase. Any commercial or advertisement use of Gina Marie Photography photos **MUST** include the Photographer's credit as specified by the Photographer. **If the Client wishes to reserve the right to NOT have any photos with their faces made viewable on any of Gina Marie Photography's multimedia formats, including blog features of Gina Marie Photography's work, etc., this restriction can be purchased for \$150 in addition to the price of the photo session.** The Client must email this request to the Photographer before the time of the photo session.

5. **LIABILITY:** The Client, by signature of this document, releases the Photographer(s) from all responsibility for accident, injury, death, or illness to any photography subjects presented or persons in attendance and also releases the Photographer(s) from all responsibility for reimbursement for any images destroyed due to destruction of equipment, natural disasters, vandalism, or phenomenon before or after delivery of said images to the Client and agrees that the Client has the right to sign for all parties to be included in the photo session, per the Client, thus agreeing to these terms. Any damage to the Photographers equipment or property by Client or persons involved by client will be billed to the Client and full payment made before images are delivered. **Close attention will be given to all children in the studio and/or on location setting by Client to ensure their safety and protection of Photographers equipment and possessions.**

6. REFUNDS: The Photographer offers photo session packages at a discounted rate. If a weekend photo session or on-location photo session is desired, the Client acknowledges that scheduling up to two months in advance is necessary, should the Photographer be in the business of providing weekend dates for photo sessions. If the Client is inflexible to be available on an available Monday- Friday date, the Photographer may offer an extension of a prepaid photography package by offering an outdoor portrait photo session at a mutually available time for both the Client and Photographer at a location of the Photographer's choice to replace the session that was not planned for with advanced scheduling. **Installment payments must be PAID IN FULL no later than the original date on the invoice sent by the Photographer.** If payment is not received by the last day of the expiration month, the Client acknowledges that they forfeit any remaining sessions and agrees that the package is complete and fulfilled. IN NO CASE will refunds for unused sessions be offered after 3 sessions have been completed. If the Photographer(s) goes out of business or is/are unable to fulfill responsibilities for photo sessions remaining, neither on-location nor at an indoor location designated by the Photographer, the current full-price sum total of the sessions completed will be deducted from the paid-in-full package price paid by the Client **and the difference refunded** to the Client **at a schedule set by the Photographer.** Any refunding outside of the situations listed above will be at the full discretion of the Photographer. Baby's First Year and Milestones Packages are valid until the baby that it was purchased to document turns one year old and will expire the last day of that child's first birthday month.

7. **WELLNESS:** Our infant safety policy is such that **any contagious illness of any member of the household or any member of the photo session** (including the Photographer) within 10 days of the scheduled photo session is cause for a required reschedule. **All parties must be symptom free for the 10 days preceding** the photo session or a rescheduling is required for the photo session. **All sessions will be immediately stopped as soon as symptoms are evident, even if discovered at the time of service.** By signing, you agree to these terms for all parties you involve in the photo session and will reschedule promptly if such illnesses are present. By signing this document, the Client agrees to pay **a required \$50 reschedule fee if a session is rescheduled/cancelled within 3 hours of the photo session time (to be paid before a new date of service will be scheduled).**

Applicable Law This contract shall be governed by the laws of the State of the location of the photo session(s) any applicable Federal law. By signing, you agree to all of the above terms for yourself and all parties you involve in the photo session and that you have the right and permission to sign for them as representative of the Client.

Client's Signature: _____ Date: _____

Photographer's Signature: _____ Date: _____

PLEASE READ:

FAQ's For Your Information:

Q: What should I wear to my session?/How should I dress my family for our session?

A: While I do suggest, at minimum, just cleaning up your hands and nails, I most definitely do not recommend looking overdone.

-Be comfortable. If you aren't, it will show.

-Keep in mind the location of the photos when selecting attire. Look like

you. As for colors, muted tones photograph very well.

- Neon and very bright colors tend to reflect off of the skin, no matter the skin tone.

- Avoid thin lines and small patterns as they tend to give the optical illusion of moving and spinning in your photos.

- If you decide to wear a dress or skirt, a length below the knee works best as significant areas of bare skin tend to draw the eye away from the face in your photos.

- Always coordinate, rather than match. The focus should be your family, rather than your outfits. Also, matching draws attention to the clothes rather than faces.

- Not only are sessions required to be rescheduled if full compliance is not met with our Wellness/Newborn Safety Policy, but runny noses, red eyes, and a general sick appliance cannot be edited out. Stay healthy! :)

Please note: All outdoor sessions are subject to being rescheduled due to poor weather conditions. Rescheduling will happen as early as our mutual schedules will allow, but a timeline is not guaranteed. A backup indoor rain plan is recommended for any full-length photo session that needs to happen by a certain date/time. Deposits (required for booking) are non refundable but may be applied to any session type booked with us within one year of payment.

Q: Are digital files included in the price of the photo session?

A: Here at Gina Marie Photography, we believe that is what you are paying for, so for our full length sessions, yes. You will not commonly find that offered, especially not without an expensive required print purchase. Most people share and use their photos electronically nowadays, so we prefer to include those normally very expensive files in our prices. Quantity is based on cooperation and punctuality of the start and continuance of the session. Given to you will be a gallery of fully edited, high resolution, photographer-hand-selected images that represent your photo session and are ready to post and print. Average amount depends on session type. Unedited photos are not offered. Mini Sessions include 10 digital files with the ability to upgrade per image or to the full gallery.

Q: How should I prepare for my baby's Natural Newborn Portrait Session?

A: Baby should be fed just before leaving to come to the photo session.

Babies usually get nice and sleepy on the car ride over. When you arrive, I immediately begin working with your little cutie until they show signs of needing to eat or be changed, at which time we give "the boss" what they ask for. It is recommended that your baby arrive wearing an outfit you would like photographed or one easily removed to minimize disruption to baby's calm. (Avoid having to remove clothing over the baby's head as well as outfits that will leave indentations on the baby's skin.)

Q: Do you bring props to the Lifestyle Newborn Photo Sessions?

A: As you may have noticed in our gallery, the photography style at Gina Marie Photography is one of natural newborn poses and a strong focus on the subject, rather than on props. For the Natural Newborn Portrait Sessions here, we have a backdrops and blankets. We strongly encourage parents to bring items that make the session even more sentimental, such as baby's own blankets, bonnets or headbands, or even a small heirloom piece. Please note, we do our best to incorporate personal items but their successful use is not guaranteed.

Q: How do I prepare for my baby's Lifestyle Newborn Session?

A: Cluster feeding before the session time (so that the baby finishes up by the time the session starts) is a successful technique for parents that opt for the Lifestyle Newborn Photo Session. Avoid dark colors as indoor spaces hold more shadow than the outdoors. Be sure that all well lit (with natural light) areas of the home are photo-ready as these are the best places for best photo quality (this applies to any photo session type offered in your home).

Q: How soon should I schedule my baby's Newborn Photo Session?

A: It is best to call to book in your seventh or eighth month of pregnancy. For the Natural Newborn Portrait Sessions, the first 3 weeks is the ideal timeframe for the session to take place. For Lifestyle Newborn Photo Sessions, that age bracket is not required and our standard time frame is within 1 month old for that photo session type. Either session type is best planned for in advance (about two months before the due date), however, last minute scheduling is commonly accommodated here at Gina Marie Photography with our Natural Newborn Session option. With that information, your comfort level should be the deciding factor. PLEASE NOTE: We do not discriminate against older newborns as our photography

style lends itself to working well for babies of any age. Whenever you wish to get your baby's photos made, we are happy to be the photographer you have selected!

Q: I don't feel very photogenic right now. Will I have to be in photos during my baby's Newborn Photo Session? Do I need to get my hair and nails done?

A: Gina Marie Photography Newborn Photo Sessions are a relaxed time where Mom and Dad can enjoy having the extra pair of hands of a photographer with tons of experience with babies and children. While you can opt out of being photographed at the Natural Newborn Portrait Session, you can also be in them as much or as little as you are comfortable with. I like to include photos with a lifestyle feel, but I work with you and your comfort level. I suggest, at minimum, just sneaking into a photo or two. You are not paying extra for them but as least you have them. For the Lifestyle Newborn Photo Sessions, Mom and Dad are photographed throughout the photo session. Pointing out any sensitivities you have about your appearance, if any, is recommended so that you are happy with your photos.

Wellness/ Newborn Safety Policy

Please Be Sure to Read: "We put infant safety at top priority here at Gina Marie Photography. ANY contagious illness (even a cold) is cause for reschedule.

This applies to the household, not just the baby, and anyone you have pre-arranged with us to bring along and/or include in your session. Sessions will be immediately cancelled and rescheduled if symptoms are present in anyone in attendance at the time of the session. This is for the safety of your baby as well as the many others we photograph. We cannot risk jeopardizing the health of the newborns that we come in contact with nor is it courteous of us to spread symptoms to the many families we serve. Thank you for your understanding and cooperation in rescheduling if you are/have been in direct contact with a contagious illness within 10 days of your session date.

Additionally, a waiting period of 2 months applies to scheduling a session if hand, foot, and mouth disease has been in your household. Also, please be advised that any session scheduled within 2 weeks AFTER a stomach bug has cleared out of your home up MUST be rescheduled. This also applies to any type of flu.

We deal with many newborns and children and cannot afford to risk that illness being spread here or through us.

Thank you for your honesty in our priority of keeping families safe and well.

Wellness is our priority over guaranteeing that sessions will take place in a certain time frame. We absolutely do our best to get clients back on schedule as soon as possible.