

Crystal Clear Video Productions
 1933 Kemmerer Street
 Bethlehem, Pa. 18017
 610.868.3754

Date of event _____

AGREEMENT OF SERVICES AND PRODUCT

THE PARTIES This agreement is for personal services for the event described below, between the undersigned purchaser of services and product (client), and Crystal Clear Video Productions (company). The term STUDIO and VIDEOGRAPHER refers to CRYSTAL CLEAR staff members. Company agrees to provide services to the following Client and specifications:

Client Name _____

Company/Organization _____

Address _____

City _____ State _____ Zip _____

Day Tel No. _____ Eve Tel No. _____

Approximate number of guests _____

Total Fee \$ _____

Deposit amount \$400 Due Date A.S.A.P.

- Before you send contract, please call and make sure we still have your date available. Services are on a first come, first serve basis.

A tentative reservation is being held for the clients' event until the above deposit due date. Deposits and agreements received after this date will be subject to availability. The amount of the deposit will be subtracted from the total service fee, and is **NON REFUNDABLE**. The balance must be paid at least **two weeks** before the date of the event.

OVERTIME/ADDITIONAL CHARGES

The amount agreed upon as shown in the *Total Fee* line above applies to the service times set forth on this page of this agreement. Service time added after this agreement has been signed will be provided at the rate of \$150 per hour.

The client is responsible for paying any charges imposed by the facility. These charges may include, but are not limited to, parking, tolls, and the use of electrical power.

RETURNED CHECKS

There will be a \$50.00 fee charged for all returned checks. If such a situation arises, the total balance, including the returned check fee, must be paid no later than one week prior to the event by cashiers check or cash.

LATE FEES

There will be a \$50.00 late fee added to all balances which are not received by their scheduled due date. This includes any returned checks, as well as checks that are post-dated beyond their scheduled due date.

Should any of the payment terms not be complied with, the company will consider this agreement cancelled. The client would then be found in violation of the agreement cancellation policies, and may be subject to legal action. The client would also be held responsible for all court fees, legal fees, and collection costs incurred by the company.

CANCELLATION

This agreement cannot be cancelled or modified except by mutual written consent of both client and company. Client may not transfer this agreement to another party without prior written consent of the company.

Special considerations may be given for events cancelled due to inclement weather, or life-altering circumstances including serious injury and death.

Client agrees that in all circumstances, the Company's liability shall be exclusively limited to an amount equal to the service fee and that the company shall not be held liable for indirect or consequential damages from any breach of contract.

CLIENT'S OBLIGATIONS

The client agrees to defend, indemnify, assume liability for and holds the company harmless from any claims, losses, damages and expenses by or to any person, regardless of the basis, which pertains directly to the videographers' performance.

VIDEOGRAPHER'S OBLIGATIONS

Provided the necessary information has been given, the videographer shall ensure that (1) Videographer will arrive at a time that will allow him/her to make any and all necessary preparations for the job to be performed; (2) Videographer will be properly attired for the occasion; (3) All aspects of the job, as outlined in this agreement will be carried out.

STANDARDS IN PRACTICE

The client shall at all times, have complete control, direction, and supervision of the performance of services by the videographer at the event. Client expressly reserves the right to control the manner, means and details of the performance of services by the videographer.

We ask that meals be provided if a wedding reception is to be filmed. Client shall provide meals on site for the videographers.

PRODUCTION & EDITORIAL CONTROL

Client shall make sure that photographers, guest videographers, and others do not interfere with the videographer's ability to videotape the event. The company reserves

the exclusive rights to edit all videotape. The company shall work within the restrictions of the location and is not responsible for loss of video or audio quality caused by restrictions at the event location.

DISPLAY RIGHTS

Footage, images, and copyright remain the property of the company and may be used for advertising, display and/or any other purpose thought proper by the company. Client is acting as agent for all guests and grants the company all rights for display and other use of videotapes, DVD's and images under the agreement.

DVD REPRODUCTION

All DVD copies that are made by the company are copyright protected unless otherwise specified. This will prohibit anyone other than the company to make any copies.

As with any DVD, client should be aware that not all DVD's play in some DVD players. In this case, client assumes any and all responsibility for DVD's that are not compatible with their DVD player.

WEATHER

Crystal Clear will not film outside during rain or lightning storms as this may damage expensive equipment. All effort will be made to film from inside a building or other covered location.

FOOTAGE

We do our best to capture everything, however there may be occasions when Crystal Clear may not be able to film certain shot due to time constraints. We usually take up to one half hour to set up our equipment and perform microphone checks, etc... during this time; it may be impossible to film.

I have read the above terms and agree to comply with the terms set forth in this document.

Print _____

Sign _____

Date _____

Crystal Clear Representative _____

EVENT INFORMATION

Date of event _____

PRINT CLEARLY!

Rehearsal Time _____

Bride's Preparation address _____

City _____ State _____ Zip _____

Time _____

Groom's preparation address _____

City _____ State _____ Zip _____

Time _____

Ceremony address _____

City _____ State _____ Zip _____

Time _____

Park/additional photo-taking address _____

City _____ State _____ Zip _____

Time _____

Reception address _____

City _____ State _____ Zip _____

Time _____

Brides Name _____

Grooms Name _____

Maid of Honor _____

Bridesmaids _____

Best Man _____

Groomsmen _____

Parents of the Bride _____

Parents of the Groom _____

Flower Girl _____

Ring Bearer _____

Junior Bridesmaids _____

Junior Groomsmen _____

Other Comments _____

Religious Denomination (for Ceremony) _____

Bride arriving to church at what time _____

Bride arriving in: (circle one)

Limo Limo Bus Horse and Buggy Trolley Other _____

Are there any video restrictions during the ceremony? Please explain _____

RECEPTION Information (Circle one)

Band (who) _____ or DJ (who) _____

Photographer (who) _____

Blessing: Yes No approx time _____

Toast: Yes No approx time _____

First Dance: Yes No approx time _____

Father/Daughter Dance: Yes No approx time _____

Mother/Son Dance: Yes No approx time _____

Cake Cutting: Yes No approx time _____

Bouquet Toss: Yes No approx time _____

Garter Toss: Yes No approx time _____

Dollar Dance: Yes No approx time _____

Anything else we should be made aware of while filming? Any special requests?

PACKAGES

- CRYSTAL CLEAR PACKAGE \$2, 695 – Up to 5 locations
- up to 12 hours of coverage (extra hours may be used for rehearsal & interviews)
 - 3 camera angles during ceremony, 2 camera angles at reception
 - coverage of bride AND groom getting ready
 - wireless microphones
 - complete editing
 - complete titling including rolling credits at the end of the video
 - complete music throughout
 - subtle use of graphics and special effects
 - 20 picture photo montage (moving baby pics of bride & groom growing up through the years set to music)
 - 5 copies of an 8-12 minute highlight video (perfect to give as gifts to bridal party or family members)
 - Preview of video – client is allowed to make any changes if desired before final copy is duplicated
 - 5 DVD copies (no copyright protection- so you may make as many copies as you want)
 - personalized DVD cover and DVD label
- PLATINUM PACKAGE \$2, 295 – Up to 3 locations
- up to 9 hours of coverage
 - 3 camera angles during ceremony, 2 camera angles at reception
 - coverage of bride OR groom getting ready
 - wireless microphones
 - complete editing
 - subtle use of special effects with graphics
 - beginning titling
 - rolling credits at the end
 - complete music throughout
 - 10 picture photo montage
 - 3 DVD copies (copyright protected)
- GOLD PACKAGE \$1,795 - Up to 2 locations
- up to 7 hours of coverage
 - 2 cameras for ceremony, 1 camera for reception
 - wireless microphones
 - complete editing
 - beginning titling
 - music throughout
 - 2 DVD copies (copyright protected)

SWEET & SIMPLE PACKAGE \$995 (add a second camera for \$1,350) –
1 location

- up to 4 hours of coverage
- 1 camera (add a second camera for \$400)
- wireless microphones
- limited editing
- limited music
- beginning titles
- 1 DVD copy (copyright protected)

ADD-ONS (please check in the boxes)

High Definition (HD) - \$299.00

FULL HIGHLIGHT VIDEO - \$150 for first copy, \$25 each additional copy

This is a shortened version (usually 20 minutes) of your wedding day. It captures all the important, funny, memorable, and emotional events of your day. **THIS MAKES A PERFECT GIFT FOR FAMILY, FRIENDS, AND WEDDING PARTY.**

LOVE STORY VIDEO - \$985

This add-on will truly customize any wedding package. About a 30 minute documentary.

- pre-wedding interviews with friends, family, bride & groom
- coverage of special locations (where the couple met, the beach, gardens, park, etc...)
- unlimited photo montage
- complete editing, music, subtle graphics and special effects throughout

Travel Fee - \$50.00 per hour, per car from studio (first 30 minutes are free)

Extra hours of coverage - \$150 per hour per videographer - amount _____

Extra Camera \$150 per hour

Extra DVD copies \$25 each quantity _____

Remove Copyright protection \$75 (you may make as many copies as you want)

PLEASE FILL IN BELOW

PACKAGE PRICE _____

ADD-ONS _____

TRAVEL TIME _____

TOTAL PRICE _____

YOU MAY PAY BY CREDIT CARD USING - PAYPAL!

**Please note that if videographers are covering reception, all meals must be provided at the beginning of the dinner hour so that we may eat quickly and get back to work immediately.

** If you are getting married in a church or synagogue, please let us know if there are any restrictions during filming, otherwise we will set up our cameras to get the best coverage angles that allow us to capture both bride and groom's faces during ceremony. Many clergy may have rules as to where videographers set up their cameras.

**** PLEASE READ :**

Everyone at Crystal Clear Video Productions do our best to work with and accommodate other photographers during a wedding. We expect the same courtesy from them. It is your responsibility to ensure that equal time is given to videographers during filming. Please advise your photographer that we will be present we must be able to get the footage that we need as well.

When planning your wedding, if you choose to have a photo/video session at a park or garden after your ceremony, please allow plenty of time for this segment if you want us to film. We have much more equipment than photographers and it takes us about 30 -50 minutes to set up at a reception. Please keep this in mind.

