

## Terms and Conditions

### **1. General information**

Agne Harris Films will provide services to the Customer(s), providing the Customer(s) have/has assessed all the risks that may occur.

### **2. Booking and payment**

a. A booking fee is required upon return of this booking form (non refundable subject to Paragraph 3.c).

Completion of this form alone will not secure your booking and the date 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 at least 14 days prior to the date of your wedding. In cases where a booking has been made within the 14 day period, the full (non refundable) balance is payable. Failure to pay the final balance within this period will cancel your booking and the full price agreed will become chargeable.

#### d. Traveling Expenses

All packages include travel expenses up to 60 miles from our studio in Finedon (NN9 5LR) to the wedding venue(s). Distances greater than this we reserve the right to charge a fee for any further motoring or rail expenses.

#### e. Accommodation

For commissions beyond 80 miles of our studio (NN8) accommodation must be provided by the client for the night of the wedding and the night prior to the wedding.

### **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 booking at any time by giving written notice to Agne Harris Films

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.

### **3. Filming The Day**

a. Any variations in the times, dates, or to the planned event that may impact on the booking form should be communicated to Agne Harris Films 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 Agnes Wedding Films 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.

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).

Every effort is made to ensure perfect 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 endeavour to produce the best image possible. In the case that a particular segment of the event is either not recorded, partially recorded, or not a part of the final edited film, it is at the sole discretion of Agnes Wedding Films. If something occurred at the wedding that the Client does not want to appear on the final film, the Client must instruct Agnes Wedding Films in writing before post production begins.

Agne is the main filmmaker for Agne Harris Films. Unless otherwise instructed she usually completes each wedding with herself as the sole videographer, however if deemed necessary an assistant might be present to help on the day, or another videographer might have the film the day in Agne's place. Agne will still be the one who edits the footage into your wedding films to the same standard as all the other films. This has no effect on the price of the package.

The Client must provide a safe working environment and is responsible for any damage to our equipment by their guests and will be liable to pay such expenses for replacement or repairs. In restrictive conditions such as rain, extreme temperatures and humidity, adequate shelter must be provided to the Cinematographer.

## **5 – Food**

If video coverage is greater than 6 hours, the Client must provide a hot meal to the camera operative. It is very important that this be served at the same time as any other food is served to guests. Vendor meals provided at any other time i.e at the end of guest service may affect what footage we are able to capture.

## 6 – The Edit

a. Agne Harris Films will endeavour to build your film around any special requests made within this booking form, 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. Agne Harris Films will not be held responsible for scenes not included due to inclement weather or other conditions outside of Agne Harris Films' control.

b. Any final editing decisions are of the sole discretion of the Agne Harris Films

c. Any changes requested on the final copy once sent out will be subject to a further charge.

d. Additional copies will be supplied at current retail costs.

e. 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 Agne Harris Films

f. If a Customer(s) submits any media to Agne Harris Films for inclusion in the film, Copyright clearance is the responsibility of the Customer(s)

h. Completion is usually within 12 – 26 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 Agne Harris Films all items required to complete the video up to one month after the wedding 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.

#### **7 – Acceptance of Goods.**

a. The Customer(s) shall within seven 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 Booking Form. Subject to any such notice, the goods will be deemed to comply with the Booking Form in all respects.

#### **8 – 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 booking form are current at the time of viewing. Agnes Wedding Films reserves the right to change and amend this booking form without notice at which point prices may change.

c. Unless stated in the 'anything else' section of this form Agnes Wedding Films retain Copyright of the goods produced from this booking form and are protected by the Copyright and Design act 1988. The Customer(s) hereby allows Agnes Wedding Films to display any media included in this booking form in any form.