



Wedding

video production agreement



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Wedding video production agreement

Your wedding is one of the most important days of your life. Adventure Video Services, a division of Navigation Advertising, LLC, located in Murfreesboro, Tennessee offers professional wedding videos that artfully capture the day you will cherish forever. AVS uses only professional equipment, along with custom editing, wedding graphics, music and DVD mastering.

Packages:

Brass (up to 1 hr shoot): \$199

One location 1-hour shoot (ceremony only), minimal editing, title graphic, existing music, and 1 DVD. (1-camera shoot / 1 operator/existing audio and lighting / time starts when cameras roll).

Bride's Choice (up to 2 hr shoot): \$299

One location 2-hour shoot includes elements of your choosing from picture session, pre-ceremony music, ceremony, and reception. Minimal editing, title graphic, existing music, and 5 DVDs. (1-camera shoot / 1 operator/existing audio and lighting / time starts when cameras roll)

Crystal (up to 2 hr shoot): \$499

One location 2-hour shoot (ceremony only), basic editing, title graphic, existing music, and 5 DVDs. (2-camera shoot / 1 operator/basic audio and lighting / time starts when cameras roll)

Silver (up to 2 hr shoot): \$699

One location 2-hour shoot, custom editing, stock graphics and music. (2 camera shoot / basic audio and lighting) (includes a 10 minute highlight reel & complete ceremony/time starts when cameras roll) 5 DVDs.

Gold (half-day shoot / up to 4 hrs): \$999

One location half-day shoot, custom editing and graphics, stock music and 10 basic menu-driven DVDs. Reception (2-hrs. at same location) includes cake-cutting, first dance, first kiss, garter/bouquet toss, and departure. (2 camera shoot / basic audio and lighting / time starts when cameras roll) (includes site scouting within a 50 mile radius of Murfreesboro) (includes a 15 minute highlight reel & complete ceremony)

Diamond (all-day shoot / up to 8 hrs): \$1,499

On location 8-hour shoot (wedding prep, picture session, wedding, reception), custom editing and graphics, professional stock music and DVD mastering. 15 menu driven DVDs. (3 camera shoot / professional lighting and audio) (includes guest comments) (includes site scouting within a 50 mile radius of Murfreesboro) (includes a 20 minute highlight reel & complete ceremony)

Platinum (two-day shoot / up to 16 hrs): \$2,499

On location 2-day shoot (rehearsal, rehearsal dinner, wedding prep, picture session, wedding & reception), 3 camera shoot, custom editing and graphics, professional stock music and DVD mastering. 20 menu driven DVDs. (3 camera shoot / professional lighting and audio / time starts when cameras roll) (includes guest comments) (includes site scouting within a 50 mile radius of Murfreesboro) (includes a 30 minute highlight reel & complete ceremony)



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All videos placed on our website gallery free of charge for family and friends to view your wedding.

Details:

- 1/2 payment at contract signing, 1/2 at completion (event cancellation for any reason, at any time will require full payment).
- Visa, MasterCard and Discover credit cards accepted. 3% fee added to all credit card payments. Checks must clear before final product delivered.
- Event date change may result in additional charges.
- Site scouting beyond 25 miles from Murfreesboro, TN incurs an additional charge based on distance
- Event Travel within 50 miles from Murfreesboro, TN included. Travel over 50 miles outside of Murfreesboro incurs additional charges - transportation, equipment, lodging, & food.
- Requested additional equipment rental will require additional fees.
- All above pricing requires accessing venue audio board and includes microphone(s).
- Final product proof delivered within 1-3 weeks after all resources are delivered and edits are made by client. Client to receive one proof for edits before final dvd production.
- Purchased time period begins when camera(s) begin recording. I.E., if you purchase a 2 hour video shoot and we begin shooting at 10am we will stop shooting video at 12pm unless you instruct us to shoot more video and pay additional fees.

Options:

- A. 5-minute Rehearsal Dinner/Reception Tribute video additional \$599 (client to provide photos & video).
- B. Videotaping wedding reception costs \$100 per hour.
- C. Video setup charge for reception included if same site as wedding. Additional site charge costs \$100.
- D. Themed weddings such as (underwater, sky diving, etc.) are subject to additional charges.
- E. Wedding website available. Would require additional charges.
- F. Additional unmanned camera for costs \$100.



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PROFESSIONAL SERVICES AGREEMENT

This agreement made as of _____ between _____ (client) and Adventure Video Services, a division of Navigation Advertising, LLC (Navigation) to perform professional services for the assignment described as follows:

Project: Wedding Video

Package _____ Options _____ Date _____ Time _____ Location _____

Location _____ Brides Name _____ Grooms Name _____

Description of Project: see Exhibit A

I. PROFESSIONAL SERVICES: Adventure Video Services (Navigation) agrees to perform the following Basic Services under this contract as set forth in Exhibit A, attached hereto and incorporated herein by reference.

II. COMPENSATION: The compensation to be paid to Navigation for providing the requested services shall be as follows: \$ _____ (_____) plus any agreed upon hard costs (see "IX" below). 1/2 paid at agreement signing, and 1/2 at completion/delivery.

III. PAYMENTS: Billings for services rendered will be made monthly and payment is due within thirty(30) days of receipt of invoice. Unless special arrangements are made, a finance charge of 1 1/2 % per month will be added to unpaid balances more than thirty(30) days old. In the event legal action is necessary to enforce the payment terms of this agreement, Client shall be responsible for, and pay any and all costs of the same, including attorney's fees, discretionary costs and court costs incurred by Navigation. CREDIT CARD PAYMENTS: Navigation will also add a 3% credit card service charge to the gross amounts of all invoices/orders that require credit card payment from client.

IV. COOPERATION: Client agrees to provide Navigation with any and all information and other such assistance and cooperation as Navigation deems necessary for completion of the project.

V. TERMINATION: either party can choose to terminate agreement with an official 30-day notice if reasonable obligations, payments, deadlines or milestones are not met within stated (written) time frame or reasonable industry norms. All outstanding payments will have to be first agreed upon and/or resolved before agreement can be terminated. KILL FEES: cancellation of project(s) by client during production due to circumstances beyond Navigation's control are charged a "kill fee" assessed at 50% of the total project(s) costs.

VI. MEDIATION: Both parties agree to binding, legal mediation should a dispute over work, payment or other contractual obligations develop. Should litigation be required, Navigation reserves the right to pursue all legal remedies to recover all legal fees incurred due to the litigation. Notice: all disputes, warnings or notices shall be in writing via email or letter and receipt of notice confirmed by receiver.

VII. DISPUTES RESOLUTION: Venue and jurisdiction for any disputes between the parties that results in the institution of a cause of action or suit on behalf of either party shall be Rutherford County, Tennessee.

Disclaimers

VIII. PROCEDURES: We follow many industry standards as well as several custom procedures to ensure your project is executed in the most efficient and creative way. These are a few categories we want you to be aware of before we begin working for you. 1. Assessment of Project(s): We partner with your team to determine exactly what your needs are, then select an appropriate package and options. 2. Official Agreement: This document serves as a binding agreement reflecting services provided, terms, and conditions once signed by both parties. 3. Contract Execution: We require a down payment of 1/2 of total project fees. We will not secure the date until initial payment has been made. 4. Site Survey: Whenever possible, we would like to conduct a site survey with your team to determine that basic elements (electricity, lighting, audio equipment, etc.) are present in order for Navigation to adequately perform our services. We will



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inform you of any deficiencies so they may be addressed prior to the event. 5. Scheduling: Once the deposit is received, the date will be secured. We will schedule deadlines for proofs and approvals to set the expectations for both parties. 6. Proofing: All projects will be proofed by client twice: first within 30 days of the event and second within 7 days of the first proof. It is essential to receive proofs with your comments and or approvals in a timely manner so that deadlines can be met. We will alert you (email, telephone, etc.) once proofs have been sent for approval. If delays from the client cause agreed upon deadlines to be missed, Navigation will not be held responsible for those missed deadlines. If these delays cause the need for "rush fees" we will inform the client ahead of time and the client will be responsible for paying those "rush fees." 7. Approvals: All clients must approve all work performed by Navigation via signed and dated contract or agreement, signed fax, or email. Verbal approvals are not adequate. 8. Updating: We try to keep you up-to-date on your project. Clients are more than welcome to review any part of their project(s) at any time during the process. 9. Delivery: Navigation will arrange and provide any and all deliveries. Additional delivery hard costs will be invoiced in a timely manner.

IX. HARD COSTS: Navigation is not responsible for any "hard costs" such as legal fees, delivery fees, rental of any needed additional equipment for video shoots unless stated otherwise in signed contract or agreement. Navigation will inform client of any needed "hard costs" before incurring any additional expense to the project. Navigation will invoice client for all "hard costs" once client approves and signs cost estimate.

X. APPROVALS: All clients must approve all work performed by Navigation via signed and dated contract or agreement, signed fax, or email. Verbal approvals are not adequate.

XI. MEETINGS: Navigation requests a 24-hour notice for all in-person or conference-call meetings.

XII. UPFRONT PAYMENTS: Some third-party vendors require upfront payment for services and products, therefore Navigation reserves the right to require Client to provide funding for production or services through third-party vendors before Navigation secures such services or products from vendors.

XIII. ADDITIONAL: This is a good faith estimate and/or agreement. Actual price and delivery may vary depending on revisions and delivery of necessary items from client to complete project. Client to provide all needed content not available to Navigation. This proposal is good for 30-days after it is delivered to client.

XIV. GOVERNING LAW: Unless otherwise specified within this Agreement, this Agreement shall be governed by the Law of the State of Tennessee.

XV. SPECIAL CONDITIONS:

CLIENT:	ADVENTURE VIDEO SERVICES (NAVIGATION ADVERTISING, LLC):
Print Name: _____	Print Name: _____
Signature: _____	Signature: _____
Title: _____	Title: _____
Address: _____	Address: _____
_____	_____
Phone: _____	Phone: _____
Email: _____	Email: _____
Date: _____	Date: _____

Special instruction: Please initial each page of this agreement.



thank you

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