

Company name: _____
Address: _____
Phone number: _____
Contact name: _____

Names of photographer and any assistants/backup photographer: _____
Will they use colour film, black-and-white or both?: _____
What is the cost of the photographer's service?: \$ _____
What portions of the wedding will be photographed?: _____
How many hours are included in the fee?: _____
Is overtime available?: _____
If so, how much does it cost?: \$ _____
When will the proofs be available?: _____
Who keeps the proofs?: _____
Who owns the copyrights and negatives?: _____
Can negatives be purchased?: _____
Cost of prints?: \$ _____
When will the prints be ready?: _____
What is included in package deals, e.g. albums, number of proofs/prints?: _____
Are extra albums available?: _____
If so, how much do they cost?: \$ _____

Total costs: \$ _____
Deposit paid: \$ _____
Balance due date: _____