



*Kaptured Moments by Kim*  
404 Fulton St  
Hanover, PA 17331  
(717) 451-9549 [klw621@comcast.net](mailto:klw621@comcast.net)  
[kapturedmomentsbykim.weebly.com](http://kapturedmomentsbykim.weebly.com)

## **ONE HOUR PHOTO SHOOT**

One hour photo shoot taken at a location of your choice up to 25 miles from Hanover, PA. Locations to consider are Codorus State Park, Gettysburg Battlefield Sach's Covered Bridge outside of Gettysburg.

\$50.00 minimum deposit to reserve date (required at consultation)

consultation prior to session

**1** hour of digital photography

image editing, touch ups and special effects

online viewing gallery available in Photographer's portfolio

final high-resolution images will be available to purchase or download to print through portfolio (link will be sent)

please allow a minimum of 2 weeks after session for processing

**\$130.00**

*Note: a \$5 charge applies for each additional person.*



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## **Kaptured Moments by Kim Agreement - Photo Shoot**

This document is a contractual agreement made between:

Kim L. Woltman/Kaptured Moments by Kim (referred to hereafter as “Photographer”)  
 404 Fulton St.  
 Hanover, PA 17331  
 717-451-9549  
[klw621@comcast.net](mailto:klw621@comcast.net)

and

Full Name: \_\_\_\_\_ (referred to hereafter as “Client”)

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Date of photo shoot: \_\_\_\_\_

Location of photo shoot: \_\_\_\_\_

Number of people: \_\_\_\_\_ Number of pets: \_\_\_\_\_

*(session is for up to 5 people, a \$5 charge applies for each additional person)*

Kaptured Moments by Kim: \_\_\_\_\_ Date: \_\_\_\_\_

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Please Make Check Payable to Kim Woltman**

Deposit Amount: \$ \_\_\_\_\_ cash \_\_\_\_\_ check \_\_\_\_\_ # \_\_\_\_\_

(minimum deposit \$50.00)

Balance Due: \$ \_\_\_\_\_ cash \_\_\_\_\_ check \_\_\_\_\_ # \_\_\_\_\_

***If additional time is needed the charge is \$30.00 per 1/2 hour***



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**ENTIRE AGREEMENT:** *This agreement contains the entire understanding between Photographer and Client. It supersedes all prior and simultaneous agreements between the parties. The only way to add or change this agreement is to do so in writing, signed by all the parties. If the parties want to waive one provision of this agreement that does not mean that any other provision is also waived. The party against whom a waiver is sought to be effective must have signed a waiver in writing.*

**RESERVATION:** *A signed contract and a deposit are required at the consultation to reserve a date for your session.*

**PRE-SESSION CONSULTATION:** *The Client agrees to a consultation before the date of session in order to finalize the actual shooting times, details and expectations of your session.*

**START / STOP TIMES:** *The agreed upon photographer's time begins when Photographer arrives at a site. The stop time will be determined by number of individuals to be photographed. If additional time is needed the charge is \$30.00 per ½ hour.*

**COOPERATION:** *The parties agree to cheerful cooperation and communication for the best possible result within the definition of this assignment. Photographer is not responsible if key individuals fail to appear or cooperate during photography sessions or for missed images due to details not revealed to Photographer.*

**PERSONAL RECORDING DEVICES:** *The use of personal video, phone or digital camera at your photo session is strictly prohibited.*

**CREATIVE LICENSE:** *Images are edited at my discretion. I reserve the creative right to edit and release only those deemed creditable as professional in quality and within my artistic standards.*

**PORTFOLIO:** *I will need all Image Release forms completed and returned before uploading into a gallery in the online portfolio. I will select the images that best reflect the moments of your session. You may select the images you would like to purchase through the online portfolio or download and print them yourself.*

**IMAGE RELEASE:** *By signing an Image Release form you give the right to Kaptured Moments by Kim to use and publish photographs for promotional or editorial purposes. This release also allows the Photographer permission to display selected images resulting from this assignment as an example of Photographer's work and for entrance into photographic competitions and releases all claims to profits that may arise from use of images.*

Client Initials \_\_\_\_\_



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**COPYRIGHTS:** Until **final payment** for services rendered is made all photographs produced by Photographer are protected by Federal Copyright Law (all rights reserved) and may not be reproduced in any manner without Photographer's explicitly written permission. Upon final payment by the Client **limited** copyright ownership of the resulting images allowed to the Client under the following conditions:

- ❖ Images may be used on personal web sites as long as a **copyright** notice appears near the images stating that Kaptured Moments by Kim took them.

**LIMIT OF LIABILITY:** Kaptured Moments by Kim is not responsible for lost, mislaid or stolen property that may occur during photography session. Client agrees to not hold Photographer liable for any loss, expense or injury arising from or in connection with the photography session with any person pursuant to this agreement.

**CHANGE OF DATES:** If after a contract is signed the Client changes the session date there will be no charge to move to the new date if there is no scheduling conflict.

**CANCELLATION:** Please call at least **48** hours ahead of time if you must cancel an appointment. Your deposit is **NON-REFUNDABLE** if you fail to show up for a scheduled appointment or cancel in less than **24** hours' notice.

**WEATHER:** If a session is scheduled for outdoors and it is not possible to take place due to weather, Photographer and Client will reschedule on an agreed date at the earliest date possible, with no additional charge.

**RESHOOTS:** In the unlikely event that the finished product from a portrait session is unusable due to technical problems, Photographer will reshoot at no additional charge.

**COMPLETION SCHEDULE:** Please allow a minimum of 2 weeks after session for processing.

**PAYMENTS:** Payment in **FULL** is expected upon pickup/delivery of project.

Client Initials \_\_\_\_\_



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## Image Release Authorization

I, \_\_\_\_\_ hereby authorize  
***Kaptured Moments by Kim*** to use images of me for promotional or editorial purposes. I grant permission to display selected images resulting from this assignment as an example of Photographer's work and for entrance into photographic competitions and releases all claims to profits that may arise from use of images.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**For a child under 18 years of age, complete the form below.**

## Image Release Authorization

I, \_\_\_\_\_, Parent/Guardian of  
 \_\_\_\_\_ hereby authorize  
***Kaptured Moments by Kim*** to use images of him/her for promotional or editorial purposes. I grant permission to display selected images resulting from this assignment as an example of Photographer's work and for entrance into photographic competitions and releases all claims to profits that may arise from use of images.

\_\_\_\_\_  
 Signature Parent/Guardian

\_\_\_\_\_  
 Date