

# Photography Services Agreement – Event Coverage

This Agreement is made on this \_\_\_\_ day of \_\_\_\_\_, 20, by and between:

Photographer: \_\_\_\_\_

Client: \_\_\_\_\_

Event Name/Type: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Location: \_\_\_\_\_

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## 1. Scope of Services

Photographer agrees to provide event photography services including on-site photography, basic image editing, and delivery of high-resolution digital images. Optional services, such as a second shooter or photo booth, will be detailed in the attached Project Scope & Estimate (Attachment A).

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## 2. Pricing and Payment Terms

Final pricing will vary depending on the following factors:

- Event Length – total hours of coverage
- Event Complexity – number of locations, guest count, unique requirements
- Distance from Photographer's Location – travel fees may apply for events over 30 miles away

#### Base Rate Guidelines:

- Hourly Photography Rate: \$\_\_\_\_ per hour
- Editing/Post-Production: \$\_\_\_\_ per hour or flat package
- Travel Fee: \$\_\_\_\_ per mile beyond 30 miles, or flat rate if overnight travel required
- RAW Files: Charged at 2× the total edited photo delivery cost

Deposit: A non-refundable deposit of \$\_\_\_\_\_ is due upon signing this Agreement to secure the event date.

Remaining Balance: Due no later than the day of the event unless otherwise agreed in writing.

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### 3. Deliverables

Photographer will deliver:

- \_\_\_\_ professionally edited, high-resolution images
- Delivery format: ☐ Online gallery ☐ USB drive ☐ Other: \_\_\_\_\_
- Estimated delivery timeline: \_\_\_\_ weeks after the event

RAW Files Disclaimer:

If RAW images are requested:

- They are delivered as-is, unedited, and without guarantee of visual quality
  - Total cost will be double the agreed-upon service price
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### 4. Copyright and Usage

Photographer retains full copyright of all images.

Client is granted a limited, non-exclusive license to use the images for personal and event-related promotional purposes.

Recognition Requirement:

Client agrees to credit the Photographer in any public or online usage (e.g., tagging on social media, byline in print). Failure to credit may result in termination of image usage rights.

Commercial use or licensing beyond this scope must be agreed to in writing.

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## **5. Cancellation and Rescheduling**

Client must notify Photographer at least 14 days in advance to cancel or reschedule.

Cancellations made with less than 14 days' notice may result in forfeiture of the deposit.

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## **6. Limitation of Liability**

Photographer shall not be held liable for events beyond their control including equipment failure, adverse weather, or any unforeseen incident.

Liability is strictly limited to the amount paid under this Agreement.

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## **7. Entire Agreement**

This Agreement and its Attachment represent the entire understanding between Photographer and Client. Modifications must be made in writing and signed by both parties.

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## Signatures

Photographer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

Printed Name: \_\_\_\_\_

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## Attachment A: Project Scope & Estimate

- Event Start & End Time: \_\_\_\_\_
- Number of Guests: \_\_\_\_\_
- Primary Location(s): \_\_\_\_\_

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- Coverage Requirements:

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- Agreed Total Price: \$ \_\_\_\_\_
- Estimated Travel Fee: \$ \_\_\_\_\_
- RAW Files Requested? ☐ Yes ☐ No – Additional Cost: \$ \_\_\_\_\_
- Special Notes:

