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Please complete and mail the original copy or scan and email to reserve your session. PLEASE PRINT LEGIBLY!

Today's Date : _____

Client Name: _____

Billing Address : _____ Zip : _____

Shipping Address : _____ Zip : _____

Cell Phone : (_____) _____ E-mail : _____

Event City : _____ Session Date : _____ Time : _____

Sirens` Mini Session Sirens Full Session Sirens for the Service SFS Sirens Group Discount Couples

How did you learn about Rachel? Facebook Google Friend Other:

1. Client will sign contract at the time of session unless they fax or email signed contract. Client agrees to RSP policy and all terms and conditions therein by submitting payment for session. All transactions between the Photographer and the Client, whether made with payment or in writing, are subject to these terms and conditions. Contracts taken over the phone are executed with payment of deposit. Rachel Stephens Photography considers a session booked only upon receipt of payment of deposit. Session fees are for "time and talent" and do not include product of any kind. All monies paid to RSP are NON-REFUNDABLE.

Session Fee : \$ _____

2. Client has read and agrees to all terms and conditions set forth in rachelstephensphotography.com/policy.html. Clients must complete CLIENT INTAKE FORM and indicate how they wish to participate in the showcasing of Rachel's work.

Deposit : \$ _____

3. Venue: This contract shall be interpreted in accordance with the laws of the State of Oregon without regard to any conflicts. All claims, disputes, and lawsuits arising out of or in connection with this Contract shall be resolved or adjudicated in the city of Portland in the State of Oregon.

Upgrade Option Fees : \$ _____

4. In the event that clients wish to reschedule a session, all amounts paid are NON-REFUNDABLE. In the event of postponement, notice must be given in writing at least 4 weeks prior to the scheduled time and must be rescheduled within same calendar year and rescheduled one time only. If a client cancels later than 4 weeks and we are able to sell the spot without a discount, Client will be welcome to reschedule without penalty however if we can only sell the spot by offering a discount, a \$100 reschedule fee will be taken from monies paid and Client moved to next event or all monies paid will be forfeit by Client. Late arrivals will have amount of time late deducted from total time allotted for session. If a Client does not show up to her session or cancels within 48 hours of an event, her session fee will be forfeit and she will be liable for her order minimum which we will send directly to debt collection if no credit card is on file.

TOTAL CHARGE TODAY : \$ _____

REMAINING BALANCE : \$ _____

DATE BALANCE DUE : _____

5. Rachel Stephens Photography takes utmost care to honor scheduled session times and to deliver products and services as promised. However, should Rachel Stephens Photography or agents be unable to perform services due to severe illness, injury, family crisis, or unforeseen emergency, Rachel Stephens Photography reserves the right to reschedule the session within calendar year or delay product design until time in which design can be properly performed.

Visa MC Discover Check

6. Clients understand that a minimum order requirement equal to the amount of their session fee (\$250 for Sirens Recession Session and \$595 for full service session etc, discounts applied to session fees are not applied to order minimums with the exception of our military discount) is required in addition to the session fee for all Sirens sessions. All orders must be prepaid before work commences. Delivery of product takes two months from date of order payment was processed plus one week for lab production & shipping. Clients' online proofing gallery will be delivered by email (2) two weeks from session date and will be posted for (7) seven days. It is Client's responsibility to check junk folders and to get their order in on time and properly as per RSP Product Policy. Orders made after the viewing period expires are charged a 25% service charge. If an order is not submitted within 30 days from gallery expiration, the order requirement plus 25% late fee will be submitted into debt collection. We report all bad debt to all three major credit bureaus. Clients agree to hold Rachel Stephens Photography and its owners/agents harmless for any legal liability associated with the collection of their bad debt. Clients can order after the initial order is placed at any time without penalty.

Name on Credit Card

Credit Card Number

Expiration Security Code (CVV)

7. Images may not be reproduced or altered for any reason without prior written authorization. Commercial use of images is strictly prohibited. Images may not be entered into any contest or submission without prior written authorization. Online images will be locked. Screen grab downloads, printing of digital images and scanning of prints for digital imagery use is illegal and punishable by law. Rachel Stephens Photography reserves the right to display, publish, exhibit, alter, sell, and disseminate images in any way and retains full artistic credit for all work unless Client declines as per the required CLIENT INTAKE FORM. Failure to submit intake form defaults to showcasing consent.

I have read and fully accept the terms of this Agreement. I authorize Rachel Stephens Photography to charge my credit card in the amount above and for any subsequent charges.

8. Any breakage or damage to equipment, studio contents, or hotel belongings are the sole financial responsibility of clients. Clients agree to hold Rachel Stephens Photography and its owners/agents harmless for any injuries, damages or legal liability preceding, during, and following a session. In the event the Client's behavior becomes abusive to Rachel, any member of her team or other clients, Client will be asked to leave, session canceled and all payments forfeited to Rachel Stephens Photography.

Client's Signature Date