



DVD Animated Picture Movie Show – Order Form

Shop/agent name _____
 Shop/agent address _____
 Shop/agent phone _____ Shop/agent mobile _____
 Shop/agent email address _____

Client contact details

Client name _____
 Client address _____
 Client phone _____ Client mobile _____
 Client email address _____

Job description (what do you want done?)

Please give a description of the job requirements _____

Number of digital images or photo prints and format type (We can handle most common digital photo formats - JPEG, BMP, TIFF saved on CD & most digital memory cards) Please list like this E.G. 56 x digital JPEG on SD card, 30 x photos scanned as JPEG on CD (not cropped i.e. scanner bed not edited out), 20 x colour prints, 15 x colour slides.

Please give the order of preference the photos images are to copied and shown on DVD _____

Please write down a suitable title for your movie to be included on the cover and on the disc _____

Please give points of reference from your images where you want music to begin or we can use our own creativity _____

Please give points of reference from your images where you want client supplied voice over recording to begin or we can use our own creativity.

Please indicate from your images what image you want to use as a cover image for your printed DVD cover and DVD (optional extra)

Please indicate images that require photo editing (fix under exposed, red eye, etc).

Total costs – (Minimum job price \$25-00)

Total photo images to transfer _____ @\$1/image (include all images) total \$ _____
 Total images that require scanning &/or editing _____ @\$1/image (scanning, editing fee) total \$ _____
 Special photo colour library cover -total required _____ @\$5/cover total \$ _____
 Special colour photo DVD printed label -labels required _____ @\$5/label total \$ _____
 Extra copies of each job DVD - copies required _____ @ \$20/DVD total \$ _____
 Total cost of above (refer to “DVD Animated Picture Movie Show” price list”) _____ total \$ _____

The client has read the “terms and conditions” of the agreement overleaf and warrants that the job details and personal details supplied are true and correct, and agrees with all the terms and conditions of the “DVD Animated Picture Movie Show Production Agreement”.

Client Signed _____ Dated _____

DVD ANIMATED PICTURE MOVIE SHOW PRODUCTION AGREEMENT

In this agreement:

“We” and “us” and “our” refers to Creations Videography

“You” and “client” means the client shown on reverse

You and we agree as follows:

1. The client warrants that the job details and personal details supplied are true and correct.
2. You must inform us of any alterations of any job details and/or personal details.
3. Should the client supply to us any images, media cards, CD's, tapes, information or details that are incorrect or of a standard that is inappropriate, we may at our discretion decline to use such images, media cards, CD's, tapes, information or details but if so used the client shall not hold us liable for any hurt, damage, cost or action arising out of the use of such images, media cards, CD's, tapes, or details.
4. Payment in full of the agreement price shall be made by the client upon the collection of the works material, the subject of this agreement, and such works including original material may be withheld until payment is made, this will be done on our or the agents discretion. Where any works material has not been collected within three (3) months after we have informed the client of the completion of the works in writing, then we may destroy the material at our discretion.
5. No act, thing, omission, malfunction of equipment or theft of equipment and images, media cards, CD's, tapes, which in any way affects the subject matter of this agreement shall not constitute a breach of this agreement; to the extent that a portion of this agreement is unable to be completed we may at our discretion refund or credit a proportion of the agreement price to the client.
6. The inability to complete the agreement by us due to personal accident, illness, death, or other reasons beyond our control entitles the client to a return or crediting of monies applicable to that part of the agreement not performed and return of client's original media cards, CD, tapes and photos.
7. In the event of malfunction of equipment, images, media cards, CD's, tapes, lose of sound and/or picture, or power failure in the work due to be done pursuant to the agreement, the client will not hold us liable except to the extent of the agreement price and if part only of the agreement is not completed, to that part included in the price.
8. Assignment of the work by us may occur where we are unable to complete the work for any reason and such assignment shall not constitute breach of this agreement.
9. The client must collect and pay for completed productions within 14 days of notification of completion. We may charge interest at 2% per month (24% per annum) on all outstanding balances after 14 days of notice of completion.
10. We will not be held responsible for any images, media cards, CD's, tapes that are supplied by the client that are in a substandard condition and that may malfunction and be damaged further in the event of the works to be performed.
11. The client must make final payment by cash, or eftpos, or credit card if the agent has the said facilities.
12. To the extent permitted by law, we will not be liable for any consequential, special or indirect damages.
13. To the extent permitted by law, our total liability to the client in connection with this agreement whether in contract, tort (including negligence), by statute or otherwise is limited to the production cost as shown on reverse.
14. We will take all due care in producing the video production for the client. The client shall not hold us liable for any hurt, damage, cost, or action arising out of any omissions or errors (after settlement takes place) in any of the final productions produced.
15. The shop/agent and its business named overleaf will act only as an agent for us and are responsible for collecting and holding jobs in their care only, they will not held responsible for any of the video production manufacturing that occurs after they collect jobs.
16. The client has read the terms and conditions of this agreement and warrants that the job details and personal details supplied are true and correct, and agrees with all the terms and conditions of the “DVD Animated Picture Movie Show Production Agreement”. Please sign overleaf.