

## **Hindsight Video Productions**

### Booking Terms & Conditions

#### **1} Booking Fees & Cancellations & Secured Information**

Bookings can only be secured upon receipt of your completed Booking Form including booking fee. {Booking Fee Non Refundable Upon Cancellation}

Any & all data retained in respect of personal details are held in accordance with the data protection act 1998. All information retained for the purposes of record keeping shall not be forwarded to third party users. All bookings are subject to a 7 day cooling off period. Any applicable refunds shall be settled within 14 days thereafter

#### **2} Bookings will only be carried out on receipt of any & all balance payments**

The above balance payments must be paid in full 14 days prior to the date that has been secured by way of your completed booking form and booking fee.

#### **3} Cancellations**

Any cancellations or changes to the information provided within the booking form must be advised in Writing & also verbally by the signatory to the booking form. EMAIL CANCELLATIONS CANNOT NOT BE ACCEPTED

Cancellations accepted as follows...anytime up to 1 month prior to the date of the booking (AT this time any and all remaining balance/s will be due.

#### **4} Excess Charges**

Any excess charges re the Gold / Gold Plus or Diamond services e.g. the bridal waltzes not having commenced by 9pm, this payment can be settled when uplifting your completed orders

#### **5} Fuel & Mileage Charges**

There are no fuel charges for bookings held within a 25 mile radius of our office. Any charges beyond that distance shall be advised at the time of final invoicing.

#### **6} The agreement...Booking Form / Brochure}**

It is agreed by both parties (Hindsight Productions & You Our Client), that our camera crew/s require and shall be granted full access throughout your Wedding Day Booking Period { Ceremony Subject To Permission }, including your photo call, all locations & additional lighting if required for the purposes of any and all forms of recording.

#### **7} Unedited Master Disc's**

The unedited DVD master disc shall be held in store for a period of up to 12 months; thereafter the edit master disc/s may be purchased from us for a suitable fee and/or we reserve the right to dispose of or delete. Please contact us for details

#### **8} Verbal or Physical abuse**

Any verbal or physical abuse directed towards our staff will not be tolerated and may result in the immediate cessation of our services and will affect the running time of your completed DVD's.

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T: 01236 870333 M: 0777 357 6804 E: info@hindsightweddingdvd.co.uk