

## Client Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Alt. Phone \_\_\_\_\_

Email \_\_\_\_\_

Project Due Date: \_\_\_\_\_

### Photos to Video Package: \$199

- Includes up to 100 photos
- Dissolve/fade transitions between photos
- Your choice of background music
- Opening and closing title screens
- Photos transferred digitally using our NLE digital editing system
- One basic DVD included

Additional Photos	Qty. _____	@ \$2.00 ea.	\$ _____
Additional/Custom Titles	Qty. _____	@ \$2.00 ea.	\$ _____
Digital Transitions	Qty. _____	@ \$1.00 ea.	\$ _____
Special Effects	Qty. _____	@ \$10.00 ea.	\$ _____
Video Clips	Qty. _____	@ \$10.00 ea.	\$ _____
Photos on CD-Rom	Qty. _____	@ \$10.00 ea.	\$ _____
Additional DVD's	Qty. _____	@ \$15.00 ea.	\$ _____
Enhanced DVD	( ) Yes ( ) No	@ \$50.00	\$ _____
		<b>Subtotal</b>	\$ _____
Misc.	_____		\$ _____
		<b>Add-in Package Price</b>	\$ <u>199</u>
		<b>TOTAL Due</b>	\$ _____



# Song Selections, Titles, and Music

**INSTRUCTIONS:** Before completing this page, number each photo on the back with pencil or attach a numbered Post-it note in the order that you want your photos to appear.

<b>Opening Title:</b> (Please print clearly the opening title you would like for your video. For example: "Happy 50 <sup>th</sup> Anniversary Mom and Dad!")
<b>Closing Title:</b> (Please print clearly the closing title you would like for your video. For example: "Thank you for all the memories. Love, Jerry and Diane.")
<b>DVD Disc/Cover Title:</b> (Please print clearly the cover title you would like for your video. For example: "Through the Years... Mom and Dad's 50 <sup>th</sup> ")

**Musical Selections:** (We recommend one song for every 33 photos approx. If you have 100 photos, please select three songs. Please print clearly.)

	Artist:	Song Title:	Start at Photo #:
Ex.	Etta James	"At Last"	1
1			
2			
3			
4			

**Additional/Custom Titles:**

	Photo #	Custom Title:
Ex.	4	"Johnny and Suzie in the school play - Greenacres Elementary - Dec 16, 1983."
1		
2		
3		
4		

**Special Effects:**

	Between Photo #'s	Special Effect Description:
Ex.	1-25	"Old Movie Effect"
1		
2		
3		

**Video Clips:** (In the "Description" box below, please describe the video clip and where the clip should be stopped.)

	After Photo #	Description:
Ex.	20	"Suzie's birthday party. Stop video after Suzie has opened all of her presents."
1		
2		
3		
4		



## Select Payment Method

1.  Cash    Check    Money Order   *Make all check or money orders made payable to "Creative Video Solutions"*

Amount Enclosed \$ \_\_\_\_\_      Check/Money Order # \_\_\_\_\_

2. You may also pay by Credit, Debit Card, or PayPal by visiting: [www.creativevideosolutions.net/pay.html](http://www.creativevideosolutions.net/pay.html)

Please check here only if you made an online payment

Amount Paid \$ \_\_\_\_\_      Payment Date \_\_\_\_\_      Transaction ID \_\_\_\_\_

Email \_\_\_\_\_



# Terms and Conditions Agreement

The undersigned (hereinafter referred to as the client) agrees to contract the services of: Creative Video Solutions, LLC. 12302 Pinehurst Ct., Sellersburg, IN 47172. The client contracts for the services of Creative Video Solutions, LLC. as set forth in this document.

**I. Payment:** The total amount due entered by the client on page one (1) is required at the time of delivery of this agreement. The total amount due must be paid in full before production can begin. If making payment using credit or debit, payment must be received before any work by Creative Video Solutions can begin. The client fully understands that no video may be released; whether in-progress or completed, until the remaining balance, including any additional charges, have been paid in full. Any returned check is subject to a \$35.00 fee in addition to any outstanding balance.

**II. Delivery:** Creative Video Solutions agrees to furnish a completed video production as specified within 14 days after all necessary materials have been received and all required payments have been made by the client. However, in the event of equipment failure or uncontrollable/unforeseen events, the delivery period may be longer. Creative Video Solutions may not be held liable and with no consideration for additional fees or expenses if such an event occurs. Creative Video Solutions agrees to make available to the client extra sub-master duplications for purchase.

**III. Cancellation:** In the event of a cancellation of this agreement by the client, the deposits are non-refundable and all fees are fully earned. Any materials provided by the client may be picked up or shipped at the client's expense.

**IV. Liability:** In the event Creative Video Solutions fails to provide a completed video production and/or the services as described in this agreement due to equipment failure or uncontrollable/unforeseen events, Creative Video Solutions is liable to the client only for the amount paid by the client with no consideration for additional fees or expenses. Though Creative Video Solutions exercises the utmost care of client personal property (photos, tapes, CD's, etc.), Creative Video Solutions cannot be held responsible for client personal property in the event of fire, theft, or acts of nature.

**V. Exclusive Rights and Usage:** After completion and delivery of the video as specified, the original and finished production becomes the property of Creative Video Solutions. The client's permission in writing is not required before Creative Video Solutions may use produced materials for demonstration or publication purposes. The client agrees that the video production is for home use only and is responsible for securing clearances for any possible violation of rights. Any copy, retransmission, or sale of the finished production without the expressed written consent of Creative Video Solutions is prohibited, and may be punishable by law.

**VI. Production and Editorial Control:** Creative Video Solutions is granted full production and editorial control by the client regarding all aspects of production and post-production. In the event where a particular segment is either not recorded, partially recorded, or not part of the edited final production, Creative Video Solutions, as the producer of original and post-production content, may not be held liable in any form; including, but not limited to, refunds, adjustments, re-editing, etc.

**VII. Additional Charges/Services:** Additional hours of coverage not included in the described packages may be purchased at the current rate of \$150 per hour, per camera. Editing services provided after the finished production has been picked up or delivered can be performed at the current rate of \$75.00 per hour, plus materials. This service charge includes requests for additional footage not included on the finished edited production. The finished edited production will remain on the NLE workstation for (7) seven days following the notification of its completion. After (7) seven days, the finished edited production will be deleted from the NLE workstation and will be unrecoverable for any future re-editing. Creative Video Solutions will maintain a back-up copy of your finished production for six-months (from the date of completion) under which extra sub-master copies can be made. After the six-month period, the finished production file will be permanently deleted from our records. If back-up data is lost due to equipment failure or uncontrollable/unforeseen events such as fire, theft, or acts of nature, Creative Video Solutions may not be held liable, and with no consideration for additional fees or expenses. Photo/video retouching charges are determined upon consultation only; generally at the time this agreement and deposit are received by Creative Video Solutions.

**VIII. Compatibility:** Creative Video Solutions produces industry-standard media that is compatible with virtually all players in North America. Creative Video Solutions is not responsible for incompatibility with any media format created and the client's player. If it is determined that the media is defective, Creative Video Solutions will replace the media at no additional charge if notified within (7) seven days after pickup or delivery of the finished production.

**IX. Warranties:** Creative Video Solutions makes no warranties, express or implied, with respect to the work or property that is the subject matter of this agreement.

I have read, and fully understand the terms and conditions set within, and therefore authorize Creative Video Solutions to begin work as set forth within this document:

Client Signature X\_\_\_\_\_

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

Mail this form along with payment information made payable to:  
**Creative Video Solutions**  
315 East 56<sup>th</sup> St.  
Ste. GRA  
New York, NY  
10022

