



Portrait Agreement, Studio Policies & Liability Release

Your session includes:

- Pre-portrait consultation to bring forth ideas and input to ensure a successful session (pre questionnaire)
- Up to 1 hour (Baby, Children, Maternity, Couples or Family) or up to 3 hours (Newborn) of coverage on your session date.
- Post Session image preparation
- In-Person Viewing Appointment
- In-home delivery for orders over £1500 in SW London or Surrey

Portrait Studio Policies

This agreement must be signed and submitted before any session can begin.

Usage of Images

Aliana Bruce, is a photographer and artist and as such requests that the work she creates be allowed into art exhibits, displayed in her studio, print competitions and other places that her work is featured. The work is always showcased in the best possible way and will never compromise or jeopardize the photographer's hard earned reputation. Confidentiality in advertising is always maintained.

I agree that I have read this portrait agreement and agree to comply with all policies and information included. I also agree that the photographer may use any images created during my commissioned session for display, advertisements, exhibits, sale or trade or other use as deemed appropriate by Aliana Bruce Photography. I agree these images can be used without any additional compensation to me.

If under 18, we will need a parent or legal guardian's signature.

Name (Print): _____

Signature: _____ Date: _____

Address: _____

Phone: _____

E-mail: _____

Studio Policies & Terms

- Your session is for the pre-portrait consultation, time and talent of the photographer on the day of the session, post session image preparation and for your in-person viewing appointment. It does not include any finished images unless stated otherwise in your package selection. Your session fee holds your session date.
- Session fees are non-refundable, however, with 48 hours notice it can be rescheduled in case of an emergency.
- Vouchers, promo codes or other discounts cannot be used towards the session fee unless stated otherwise.
- Prices advertised at the time of paying your retainer are locked in until the later of 30 days after your session, or 15 days after being notified the proofs are ready to view, after which the then current prices will be applicable.
- If you have a sick child on the day of the session please call to reschedule. If you try to keep the appointment, we will most likely request that you reschedule if we notice your child is sick. Sick or uncomfortable children do not like to be photographed and we know that you will not love your images nearly as much as if he or she was in good health.
- **Please arrive on time; arriving late could reduce the duration of the session.**
- For newborns_If you have or are having a boy and intend on having them circumcised, please note we will not photograph a newborn who has been circumcised less than 6 days prior to the session. We will be swaddling your baby tightly while he is naked, and moving him from one position to another constantly during the session. This is very painful for a child who has just been circumcised
- Please bring only the subjects to be photographed to the session. This is especially important with kids, as Aliana will need their full attention on her rather than looking at other members of the family. Of course parents are always welcome!
- **Personal cameras are not allowed** during your session. Please refrain from taking phone images or video taping. We work very hard to ensure your session is captured artistically and creatively. We ask that you respect our livelihood and refrain from taking photographs of what we are creating.
- You agree to hold harmless, Aliana Bruce, her representatives, employees and Aliana Bruce Photography, from any dispute in the event you become injured during your session or while on the home studio premises. Aliana Bruce Photography and its representatives will not be held liable for any injury incurred by you or your family, or any damage to your property during the photo session or while on home studio premises.
- Aliana Bruce Photography shall not be liable to the Client for any failure, in whole or in part, to fulfil its obligations where failure arises as a result of an event or circumstances beyond its control, which may include (but are not limited to) equipment failure, inclement weather, illness or injury. The Client understands and accepts that the photographic coverage will be as Aliana Bruce Photography's professional expertise determines. Special requests are not binding instructions although every effort is made to comply with the Client's wishes. In the unlikely event of total photographic failure or cancellation of the contract by Aliana Bruce Photography liability shall be limited to a full refund of all monies paid.
- Aliana Bruce Photography shall be entitled to use its judgement regarding the style and artistic input in the production of pictures. This includes but is not limited to poses, props and number of images taken. **Due the willingness of subjects it may not be possible to capture all the pictures requested, or images to the client's full expectations. In the event of uncooperative children or adults at a session of any kind, for any reason, Aliana Bruce Photography may not be able to capture any, or all the images the Client may have requested or expected.** The Client is responsible for all children at all sessions

- Images are fully edited before presenting to Client. Additional edits are carried out at the discretion of Aliana Bruce Photography, and Aliana Bruce Photography reserves the right to charge the Client for additional editing to cover time involved.
- Proofs will be available for your personally attended slideshow within 3-5 weeks of the session. You will be asked to order at this time. Please make sure all decision makers are present, as additional ordering appointments incur a £50 fee.
- Online galleries are included in just a few packages, when the number of images in your package is 10 or less and it's online for 2 hours. The request of additional hours will incur a £50 fee. Online galleries are not applicable to newborn sessions.
- Almost all Aliana Bruce Photography clients invest in digital files, due to the downloadable nature of this content, once files are removed from the studio or downloaded from an online gallery the sale is final and non-refundable. You will receive Digital Files in two versions; High resolution for printing and low resolution with a discrete watermark for internet/social media/email usage.
- While Aliana does capture many images during your session, you will see only those images selected by her, the artist, for previewing. She carefully renders each image to ensure maximum artistry and technical perfection. Images with eyes closed, heads turned, duplicates, etc. will not be shown and are removed from archives permanently after the artist rendering is complete.
- **Due to the custom nature of the work, payment for your order must be placed in full and is subject to a 50% cancellation fee should you change your mind about an order after it is placed. Once an order is sent to the lab or digital files are submitted to the client either by CD, USB, electronic transfer or email, the order is deemed non-refundable. Payments may be made cash, cards and bank transfer.**
- Design work and custom graphics will be approved for colour and layout in-person on our professionally colour calibrated monitors at the ordering appointment. Only font style, spelling and wording may be approved through electronically emailed proof. Requests for reprints due to colour shift on emailed proofs will not be honoured.
- Please allow 4-6 weeks for your order to be completed. Some orders may take longer. Your portraits are an investment and an heirloom that should not be rushed. You will be notified by telephone or e-mail when your order is ready for collection. If you are unable to pick up your order, we can ship your order to you for an additional charge.
- All ordered images are kept on file for a period of 1 year. Un-ordered images are removed from our archives after 30 days. Re-orders placed more than 60 days after the preview appointment, require a minimum £100 re-order.
- The Copyright Act protects photographers by giving us the exclusive right to reproduce your photographs. Copyright is retained by Aliana Bruce Photography at all times throughout the world. No image can be copied, scanned, downloaded from our website or reproduced in any form whatsoever without the prior consent of Aliana Bruce Photography. The Client may not alter or add to or manipulate a picture by any means or reproduce a picture in whole or in part as an element within, or as a montage with, another picture without Aliana Bruce Photography's written permission and violators of this Legislation will be subject to its legal penalties. Permission to reproduce a picture for personal use (not commercial, including marketing or selling) is granted to the Client by Aliana Bruce Photography only when digital negatives are purchased and paid in full by the Client to Aliana Bruce Photography. Please understand, the photographer wishes to maintain complete control over the print quality, finishes and presentation of the images and any reproduction outside of the studio may lower the quality of the image and scar our reputation for providing superior portraits.
- Aliana Bruce Photography retains the right in all cases to use any pictures for the purposes of displays, advertising, portfolio, publication or promotion, of its work.

This agreement is governed by the law of England and Wales, and is subject to the exclusive jurisdiction of the courts of England and Wales.