



## **PHOTOGRAPHY SESSION INFORMATION**

Thank you for choosing Kelly Photo & Design as your photographer! Please look at the following document and review all the details to determine your satisfaction with the expectations for KPD's photography package.

### ***Payment***

Half of the payment is due the day of the session. The other half of the payment is due within one week after the session date. You may choose to pay in full the day of the session. I will send an invoice with options on how to pay (methods include: check, cash, Venmo, and Pay Pal).

### ***Timing***

Session time is running during travel between locations and outfit changes. And in order to maximize lighting and my time, KPD policy is that the session time begins at the time agreed upon. This means that tardiness impacts total session time. Please try to arrive early to avoid this issue. There is a \$25 fee for cancelling and a \$10 fee for rescheduling within 48 hours, unless it is weather related.

*COVID Update: If any of the clients are not feeling well, cancellation and rescheduling is free.*

### ***Edits***

You will receive your full-resolution digital album of edited photos within two weeks after the date. I use Google Drive to transfer the photos to my clients. You may request a flash drive (\$5 charge) in advance if you prefer that over a cloud format. You will have access to the Google folder for three months. I will keep the photos on my hard drive for one calendar year, but I encourage you to download all the files onto your own hard drive as soon as possible. You may contact me for technical difficulties.

I can rush edit for a \$10-20 charge. If you are interested in further editing, I can do teeth whitening, touch-ups, sharpened eyes, and boundless options for \$2 per photo.

### ***Printing***

You have full printing and posting rights after you pay the full investment. I do offer high quality, hassle-free printing services, including photo books.

### ***Social Media***

I would be appreciative if you tag Kelly Photo & Design in any social media posts. Please also let me know if you are not comfortable with me posting any of your photos on my social media.

- Facebook: [Kelly Photo & Design](#) (follow me!)
- Instagram: [@kellyphotoanddesign](#) (follow me!)

### ***Word of Mouth***

Please pass my services along to friends and family! You receive a free 8x10 print for every client that hires me who mentions your name. Later on, I will email you with options to write a review which is very helpful for my business. Thank you in advance!



***COVID-19 Guide***

I wear a mask at all sessions to protect myself and clients. If any spectators are attending the session, please have them wear a mask. I understand that my direct clients need to smile pretty and won't have masks. Please do your part to be safe before sessions and let me know as soon as possible if you may have been exposed to COVID. Check your temperatures and symptoms before attending any session.

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