

1. CONTRACTING PARTIES & EVENT INFORMATION

BRIDE'S INFORMATION

Full Name:
Address:
City/Province:
Telephone:
Email Address:

GROOM'S INFORMATION

Full Name:
Address:
City/Province:
Telephone:
Email Address:

EVENT & VENUE DETAILS

Event Date: Reception Venue:
Ceremony Venue: Venue Address:
Venue Address: Contact Person:

Notice: Any address or contact changes occurring after agreement signing must be reported immediately to the studio in writing.

2. PACKAGE PRICING & FINANCIAL TERMS

SELECTED PACKAGE OPTIONS & FINANCIAL BREAKDOWN	AMOUNT / PAYMENT TERMS
Selected Package Name	
Standard Package List Price	
Agreed Total Contract Price (After Discount)	USD \$
40% Deposit / Retainer (Due immediately upon signing to secure calendar date)	USD \$
40% Pre-Wedding Payment (Due cleared strictly prior to the wedding date)	USD \$
20% Final Balance (Due upon collection of completed physical/digital media)	USD \$

2.1 PACKAGE DELIVERABLES & INCLUSIONS

CATEGORY	DELIVERABLE DESCRIPTION
Media Crew & Coverage	• 2 Cinematographers & 2 Photographers • Full Day Coverage (including dedicated Groom and Bride preps, Build-up to ceremony, Ceremony, and Reception) • Aerial Drone Footage (subject to weather conditions and local airspace regulations)
Core Media Deliverables	• Full Length Edits of Ceremony and Reception • Cinematic Short Film telling your wedding story (1–3 mins)
Physical Keepsakes & Hardware	• Personalized 1 Memory USB Flash Drive formatted to view on all electronic devices in FHD+ • A Memory Stick with all edited high resolution photographs of reception • A2 Canvas Wall Mount
Digital & Added Value	• Online Custom Photography Website

3. TERMS & CONDITIONS

3.1 Scope of Contract: This document constitutes a legally binding agreement for professional photography and/or cinematography services to be executed exclusively by BLACK EXCELLENCE ZIM and/or professional subcontractors specifically vetted and assigned by the studio.

3.2 Retainer & Three-Stage Payment Schedule: A formal booking is only secured upon receipt of the initial **40% non-refundable deposit / retainer fee** along with a signed copy of this contract. No dates are reserved or held without payment. The second payment of **40% of the agreed total** must be fully cleared prior to the wedding date. The remaining **20% final balance** is payable strictly upon collection/delivery of the final completed media products. In the event that pre-wedding payments are not received by these set deadlines, BLACK EXCELLENCE ZIM reserves the absolute right to cancel coverage and withhold attendance, with all prior payments forfeited. All subsequent custom orders (including reprints, enlargements, or additional wall mounts) must be paid in full at the time of order placement.

3.3 Strictly Non-Refundable Cancellation Policy: As the client explicitly locks down an exclusive calendar date, preventing BLACK EXCELLENCE ZIM from accepting alternative bookings, there shall be **NO REFUND** of the retainer fee whatsoever after 48 hours from the signing of this agreement. Any cancellation must be submitted formally in writing via email; verbal notifications or phone calls shall not be recognized as valid cancellations.

3.4 Date or Venue Modifications: BLACK EXCELLENCE ZIM must be notified immediately in writing via email of any adjustments to schedule, timeline, or venue locations at least 7 to 10 days prior to the event. Change of date requests are subject to studio availability and may incur an administrative rescheduling fee. It is entirely the client's responsibility to confirm and review final scheduling details with the studio 7-10 days before the wedding.

3.5 Limitations of Liability & Failure to Perform: Due to the highly dynamic and subjective nature of live events, BLACK EXCELLENCE ZIM cannot be held liable for missed shots, specific requested photo/video clips not captured, or restricted coverage caused by weather elements, venue schedule disruptions, or actions by guests or venue staff. The studio is not responsible for ruined or compromised exposures resulting from guests' flashes or independent cameras. Any shot list or timeline submitted by the client serves purely as a loose organizational guide; BLACK EXCELLENCE ZIM will utilize professional discretion to capture the event but provides zero guarantee of specific deliverables. The client is solely liable for securing all venue permissions, photography permits, and associated venue fees.

3.6 Force Majeure & Technical Failure Limits: In the highly unlikely scenario that the assigned crew cannot perform due to severe injury, illness, acts of God, terrorism, or external circumstances beyond control, the studio will make reasonable endeavors to provide an industry replacement. If a suitable substitute is unavailable, liability is strictly limited to the return of payments received. Similarly, if digital files are damaged, stolen, or lost due to equipment or hardware failure beyond control, the company's maximum financial liability is capped strictly at a return of payments received for the event, or a prorated amount matching the percentage of exposures lost for partial losses. The studio's liability for data retention ceases entirely upon the final delivery of products or one year from the event date, whichever occurs sooner.

3.7 Exclusivity & Guest Interference: BLACK EXCELLENCE ZIM shall operate as the sole and exclusive professional wedding photographer and videographer. The client agrees to officially notify guests to limit personal photography during formal proceedings so as not to obstruct or ruin professional angles, flashes, or setups. The client accepts the technical results of any restrictions imposed by venue officials or site regulations.

3.8 Intellectual Property & Copyright: Title, absolute possession, and full copyright of all generated media remain the sole property of BLACK EXCELLENCE ZIM in perpetuity. All images and video are legally protected. It is strictly prohibited to alter, crop, scan, or commercially redistribute these files without explicit written consent. Upon full final payment, clients purchasing high-resolution digital files will receive a limited license for personal reproduction only. Any digital or online publication of the media by the client or family must prominently credit and acknowledge "BLACK EXCELLENCE ZIM". The client grants the studio full permission to utilize any images/video for professional portfolios, websites, social media, exhibitions, and advertising.

3.9 Crew Meal Provision: Adequate nourishment is required to maintain the crew's technical performance. For events up to 6 hours, a light meal must be provided for the team. For events reaching or exceeding 8 hours (such as the Full Day Coverage specified in Section 2.1), a full-course hot meal is required for the four-person media crew. If meals are not allocated, the client explicitly agrees that the crew will leave the venue for up to 60 minutes to source sustenance, during which coverage will cease entirely and the studio shall not be held liable for missed moments.

3.10 Out-of-Harare Travel Expenses: The client is completely responsible for all travel, logistical, accommodation, meal, and transport costs incurred for any wedding or event executed outside the metropolitan borders of Harare.

3.11 Creative Discretion & Editing Standards: Media is processed and edited entirely at the sole artistic discretion of the studio. Deliverables will include only those images/clips deemed creditable and matching the high professional and aesthetic standards of BLACK EXCELLENCE ZIM. Unedited RAW files will not be distributed under any circumstances.

3.12 Post-Production Completion: The comprehensive post-production and editing cycle takes approximately 4 to 6 weeks from the wedding date, after which the client will receive the final polished digital delivery. Only the original contracting signees (the Bride and Groom) are authorized to discuss details, edits, or contractual matters with the studio.

By signing below, the parties acknowledge they have thoroughly read, understood, and consented to all terms, pricing structures, deliverables, and protective policies detailed in this contract.

AUTHORIZED REPRESENTATIVE
BLACK EXCELLENCE ZIM

Signature

Date

CONTRACTING PARTY
Client (Bride / Groom / Patron)

Signature

Date