[Template note, delete before use: a plain-English starting point, not legal advice; have a local attorney review it for your state.]

**[Your Company Name]**
[Street Address, City, State ZIP]
[Phone] · [Email] · [Website]
Photography studio — [Insured · License # 000000]

# Photography Services Agreement

Portrait · family · senior · branding · event sessions

This Agreement is made on [Agreement Date] between [Your Company Name] (“Photographer”) and [Client Name], [Client Address · Phone · Email] (“Client”).

| | |
|---|---|
| Session type | ☐ Portrait ☐ Family ☐ Newborn ☐ Senior ☐ Branding / headshots ☐ Event ☐ Other: _____ |
| Date & time | |
| Location(s) | |
| Duration | [90] minutes |
| Package & fee | [Package Name] — $[ ] incl. [20] edited digital images, online gallery, print release |
| Retainer | $[150] due at signing (non-refundable, applied to total) |
| Balance | $[ ] due [on the session day / 7 days before] |

**1. Booking and payment**

The session date is reserved only when this Agreement is signed and the retainer is received. The retainer is non-refundable because Photographer turns away other work for the date. The balance is due as stated above; images are delivered only after payment in full. Additional images, prints and products are priced per the current Price List.

**2. Rescheduling and cancellation**

Client may reschedule once at no charge with at least [48] hours' notice, subject to availability within [90] days; the retainer transfers. Less notice, or a second reschedule, forfeits the retainer and a new retainer is required. If Client cancels, the retainer is forfeited. If Photographer must cancel for illness or emergency, Client may choose a reschedule or a full refund of everything paid. Weather: outdoor sessions are rescheduled at Photographer's discretion at no charge.

**3. Delivery**

Photographer selects and edits the best images in Photographer's style and delivers [20] high-resolution digital images via online gallery within [3] weeks of the session. Extra images and rush delivery are available per the Price List. Unedited RAW files are not delivered. Galleries stay online for [90] days; Client is responsible for downloading and backing up files after that.

**4. Copyright and print release**

Photographer owns the copyright in all images. Client receives a personal-use print release (attached) to print, share and post the delivered images without altering them beyond cropping. Commercial use (advertising, resale, stock) requires a separate license. Client may not edit, apply filters to or remove watermarks from images shared publicly.

**5. Model release**

☐ Client grants Photographer permission to use images from this session in Photographer's portfolio, website, social media, print samples, competitions and advertising. ☐ Client declines; images stay private.



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