

Vaughan Wood Audio Video Christening Video Booking Form

Name of Client: _____
 Home Address: _____
 Suburb/Town: _____ Postcode: _____
 Phone (Home): _____ (Work): _____

DVD Package Booked.. \$ _____

Name of Baby _____
 (for Titles) _____
 Date of Christening: _____

Venue for Baby's Dressing: _____
 (if required) _____
 Time of Baby's Dressing: _____ Ph No. _____

Venue for Christening: _____

 Time of Ceremony: _____

Venue for festivities: _____

 Finish time of festivities: _____ or videographer required until _____

Other Options Required: _____
 (please specify) _____

No. of Extra Copies: VHS \$25 ea. _____ DVD-r \$20 ea. _____

We accept Visa/Mastercard for all deposits and payments.

Deposit Amount \$ _____ cash / cheque / card
 Cardholder's Name _____ (Please Print)
 Card No. _____ Exp ____ / ____

I/We have read, understood and signed the conditions on the back of this form, & include our deposit by cash/cheque/card.

Signed _____

Please Post or Fax this form to
Vaughan Wood Audio Video
12 Ebb Street
ASPENDALE Vic 3195

A receipted copy will be posted back to you within a week.

OFFICE USE ONLY

PACKAGE	\$ _____
	\$ _____
	\$ _____
COPIES VHS	\$ _____
COPIES DVD	\$ _____
TOTAL	\$ _____
DEPOSIT	\$ _____
BALANCE	\$ _____

DEPOSIT RECEIVED BY

_____ / /

TERMS AND CONDITIONS

- 1. I/We enclose deposit of \$200 to book the services of Vaughan Wood AV.
- 2. Balance of monies due are payable, at latest, upon completion of video editing. Monies owed on videos not collected 30 days after editing completion will attract interest @ 3% per month.
- 3. If music choices for editing packages have not been supplied to VWAV when editing is ready to start, VWAV will select suitable music for the video.
- 4. In the event of cancellation the deposit is non-refundable, but if a contractor is NOT involved, we will transfer it to another date.
- 5. The best available equipment & services are incorporated in the production of our wedding video. Liability will be limited to full refund of monies paid should a non-attendance or malfunction occur, providing video has not left VWAV's premises.

I/We have read, understood and agree to the above conditions....

Signed _____ Date _____

PLEASE NOTE THE FOLLOWING:

One meal is required at the reception. (Seating usually with the DJ/musicians).

If you are sending in this form we will return a copy of it for your records with your deposit receipted. If you have not received it within a week please ring.

Please ring a week before the christening to confirm all times/details.

All our tape copies are copied directly off our S-VHS master tape via a video and colour processor to ensure the quality is the best available for your friends and family to view. DVD-R's made during editing will be slightly better quality than those made off S-VHS.

ANY OTHER QUESTIONS OR REQUIREMENTS WE'LL BE PLEASED TO ASSIST.