

Stacy Melton Photography

337-577-2747

Client Information Form

Today's date:

BASIC INFORMATION

Your Information	Last name:	First:
Spouse Information	Last name:	First:
Street address:		
City:	State:	ZIP Code:
Home phone:	Work phone:	
Email:		

Children (please mark the boxes and fill in the information below to help us organize your session):

<input type="checkbox"/> Girl <input type="checkbox"/> Boy	Name:	Age:	DOB:
<input type="checkbox"/> Girl <input type="checkbox"/> Boy	Name:	Age:	DOB:
<input type="checkbox"/> Girl <input type="checkbox"/> Boy	Name:	Age:	DOB:
<input type="checkbox"/> Girl <input type="checkbox"/> Boy	Name:	Age:	DOB:

IMAGE RELEASE

I hereby give Stacy Melton Photography permission to use images from this and any portrait sessions for possible forms of advertisement to promote the photographer's name or business. I have legal authority to grant these permissions and I accept all responsibility for such.

Printed Name: _____ Signature: _____ Date: _____

Printed Name: _____ Signature: _____ Date: _____

If client is under 18, we need a parent or legal guardian's signature below:

Minor Child's Guardian Signature: _____

OUR POLICIES

Please read and review our policies.

Stacy Melton Photography

Policies

COPYRIGHT

All images are copyrighted by Stacy Melton Photography. It is illegal and unlawful to scan, copy, or reproduce our work in any manner or medium; we are covered by the Federal Copyright laws.

SESSION FEE

SMP requires full payment of the sitting fee as a retainer to book your session. This is non-refundable. Please provide at least 48 hour notice for cancellations, we will allow one reschedule.

PAYMENT for PRINTS

SMP accepts cash, check (3 days to clear), and (VISA & MasterCard- on website only). We charge a \$25.00 fee for any returned checks.

EXCLUSIVE PHOTOGRAPHER

Only bring those people being photographed for the session. There is no other photography allowed from family and friends within during the portrait session.

IMAGE RETOUCHING

Basic retouching included (small facial scars and blemishes).

PORTRAIT CARE

Handle your portraits with extreme care. Damage incurred as a result of improper handling, framing or hanging is the responsibility of the client.

PROOFS AND ORDERING

You will receive a portfolio of your proofs to keep. Also, your portraits will be available on SMP website to view and purchase.

Stacy Melton Photography

New Iberia, La

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www.stacymeltonphotography.com