

Booking Form

Name:
Title:
Organization:
Address:
Phone:
Best Time to Call:
Fax:
E-mail:

Please print or type when filling out form.

You are requesting to have me photograph an event. Please sign, date and return this form to acknowledging the terms and conditions in advance.

There is no fee charged to book my service for group events. However, I do ask that you help promote my services for your event. Please see the information below.

Online proofing of event photos will usually be available 2-3 business days after the event at www.shayphoto.ca.

What I need from the organizers: An agreement that you want me as your photographer and a commitment to promote my services as part of your event! A notice in all promotional materials, programs and on your web page indicating that *Chris Shay Photography* will be the official photographer(s) taking photographs at the event and photos will be available for viewing and ordering through the website (www.shayphoto.ca). It would also be advantageous to have a link from your web page to mine, so that attendees and participants can find out ahead of time the type of product and services I offer. A copy of your logo, slogan and any information specific to the event would allow me to design photos identifiable with your event and produce the highest quality products.

When applicable, I would also need the number of participants, lists of teams, players, game schedules, locations, etc. that would help me prepare ahead of time. For some venues and events, I may need a controlled area in which I can set up and take photographs (i.e. near the finish line at running, cycling and other similar events) so I can offer participants the best opportunity for a good shot. Event staff should be aware of who I am and what I am doing in case of any questions.

Other avenues of promotion, including announcements over any intercom, fliers at any snack bar and registration/standings booths, notifying participants/ teams ahead of time (prior to the event or tournament and again when they register) would be helpful.

Name of Event(s)	Dates	Name & Address of Venue(s)

Copyright Notice: In making a booking, the client acknowledges that Chris Shay is first and sole owner of all "copyright" of all Photograph(s), and that Chris Shay shall remain the sole owner of any and all Photographs or any and all materials used or to be used in relation to production or reproduction of said Photographs, including all digital and any future reproduction techniques, as well as all copyright therein. It is further understood that Chris Shay reserves the right to use any images taken for display, self-promotion, publication, or as editorial stock images.

Signature: _____

Date: _____