

Client Details

Billing Name	
Ph. No	
Email	
Address	
City	
State/ Province	
Country	
Zip code	

** Some time we need to add extra page for more details. At that case sub page no will be 1/1, 1/2, 1/3.....

Date _____

Signature

Register Address: Ananya House, Rajampur, PO Shibramnagar, Haldia - 721635, West Bengal, India.
Kolkata: 2nd Floor, D/3, Near Bikramgarh Bazar, Bikramgarh, Jadavpur, Kolkata – 700032.

Call: +91-9681798664
Email: Info@muddyearth.com

Web: www.muddyearth.com

Assignment Details

Assignment Type	
Assignment Date	
Assignment Address	
Photographer Details	
Equipment Use	
Video Details & Delivery Method	
Softcopy Image Details & Delivery Method	
Album Details & Delivery Method	
Assignment Extra Note	

** Some time we need to add extra page for more details. At that case sub page no will be 2/1, 2/2, 2/3.....

Date _____

Signature

Terms & Condition [Agreement]

1. No of image can be varied up to 10% in respect to declared no of images.
2. Time of video always at minute format and can be varied up to 10%.
3. Video quality definition.

Resolution name	Horizontal x Vertical px	Other names
720p	1,280x720	HD, High Definition
1080p	1,920x1,080	Full HD, FHD, HD, High Definition

4. Video format always MP4 & Deliver Image always JPG / JPEG format.
5. Only signed [Signed by Muddyearth Representative] copy of "Assignment Details & Agreement", "Estimate", "Payment Receipt" and "Invoice" attached with Emails [between client email-id and firm email-id i.e. info@muddyearth.com & communication.muddyearth@gmail.com] treated as a document.
6. Only "Assignment Details & Agreement", "Estimate", "Payment Receipt" and advance payment [booking fee] be consider as confirm booking.
7. Amount of advance payment [Booking fee] is 50% of assignment price.
8. After clearance of transaction "Payment receipt" will be issued accordingly.
9. Up to 80% amount must be paid on or before the last date of event.
10. 20% or remaining amount must be paid on the date of delivery. Incase delivery via courier at delivery address or via online [E.g. Photo, Album, Video, PD/CD/DVD, etc.] due amount must be paid before courier process [Expected sufficient time] or online sending. Incase delivery Raw content remaining amount must be paid.
11. In some selected cases [Depend on firm decision] advance payment [booking fee] amount maybe 30% to 50% of the assignment price without disturbing other points.
12. Deposited amount is not refundable if the Client cancels agreement.
13. All your guests will have digital cameras/ mobile and all your guests will want to photograph the Clients. In the spirit of cheerful cooperation the Clients agree to give the Photographers [firm representative] precedence over the guests in order to take the photographs required for the event services described above.
14. The Clients and the Photographer [firm representative] consent to happily cooperating and communicating with each other to achieve the best possible result within the understanding of this agreement. The Photographer may also require assistance in organizing family groups. The Clients also agree to give the Photographer sufficient notice of key events to give the Photographer time to prepare.
We also expect perfect communication and mutual understanding between multiple sections [i.e. Bride & Groom family members, Bride, Groom, Event Managements, Electrician, Makeup Artist, Decorators, Venue management, Pandit, etc.] of your events.
15. The Clients grant the firm unlimited consents to use the photographs of the Clients for any manner. In case the Client desires to have the copyright of the contents [Photographs/ Video/ any other specific contents deliver by firm] extra charge may be paid, this is depends on firm's consideration.
16. After delivery of content [Softcopy/ Hardcopy] confirm us. Incase of lost/ damage of delivered contents [as per assignments details] after confirmation the Firm is not liable to provide again. In the case of Printed album Firm must be assist you to provide your service from third party [from where your album printed].
17. Any type of damage in the equipment's due to the client's [client, guest, only other person related with clients events exclude firms crew (Muddyearth) member] miss management should compensate by the client.
18. Ensuring the appropriate behavior of all guests and other person at there events covered by the Firm shall be the responsibility of the Clients. In the events firms representatives or member experiences any inappropriate, threatening, hostile or offensive behavior from any guest or other person at the events [including, but not limited to, unwelcome sexual advances and verbal or physical conduct of a sexual nature] then the following process shall be followed: first offense: a verbal warning will be issued to a family member of the client; Second offense: the offending person will be required to leave the events & assure the situation not happen again; Third offense: Firms member will end events coverage immediately and leave the events. In that situation incomplete events coverage are delivered to the clients and agree to pay remaining amount immediately. [Case of physical harassment firm can take legal action to protect firm's member.]
19. If firm is unable to perform any or all of the duties for fire, accident or acts of God [Unable to predict] and if firms can't provide any alternate [we always try to short out], all money received by firm minus

expenses and minus partially delivered service expense will be returned to the client and firm have no further liability with respect of agreement but we always ready to assist you.

* Extra Note [If any] -

Sample Format

Date _____

Signature

Place _____