

Excellence Photography and Video

Thank you,

We appreciate your business. It was an experience being a part of your very special day.

The following information is what that you will need to organize the completion of your packages.

In order to complete your wedding order in a timely and efficient manner we ask that you schedule an appointment to order your final wedding images and Videography no later than 30 days from the time you pick up your wedding proofs.

At that appointment you will need to bring the following:

Photography

- Simply complete your order on the back of your proofs for the *film images*. For each size write exactly what you want i.e. 2 5x7 1 8x10
- Download A free software download from Google. Picasa is software that helps you instantly find, edit and share all the pictures on your PC. Every time you open Picasa, it automatically locates all your pictures (even ones you forgot you had) and sorts them into visual albums organized by date with folder names you will recognize. You can drag and drop to arrange your albums and make labels to create new groups. Picasa makes sure your pictures are always organized.
- Using picasa complete the order form using the last 4 digits of the file name
- Create a final list of photos you would like from the digital files and film files to match the total number in the agreement. Check your contract.
- Bridal Party/Gift Photo images from the same image. You can give the Flower Girl and Ring boy images separately.
- Thank you cards cannot be placed separately from the order.
- Any additional photos can be listed on a separate order form. Please note additional photos must be prepaid plus tax.
- For the digital images you can request any photo to be converted to sepia or black and white. It is included in your package
- Retouching of your digital images is free. We reserve the right to limit changes to 15 minutes of work (99.999999% of the things we do can be completed in this time)
- If you would like changes made to a film image a scanning charge of \$35.00 per image will be charged. The work is as above 15 minute of retouching at no cost.

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Videography

In order to complete your wedding video in an organized and timely manner, we will need some detailed information. Below is a list of how to we require the pieces that will be used to create your custom video and make it the wonderful creation you desire.

Baby Photos

Please include 5 photographs of the Bride and 5 of the Groom. Baby photos of are usually from birth and up till the present time. The selection is up to you. Please note: you must number the photos BP1 to BP 10 on the back. Each additional photograph will be billed at \$10 each.

Couple Photos

Please include no more than 8 couple photos. They must be numbered on the back CP1 to CP8. It is the best to sort them from the first time you met until just before the wedding. Each additional photograph will be billed at \$10 each.

Honeymoon Photos

Please include up to 10 photos of your Honeymoon. They must be numbered on the back HP1 to HP10. It is best to sort in scenic photos first followed by photos of each other, then together, and finally sun sets. Each additional photograph will be billed at \$10 each

Raw Footage

The opportunity for you to own all the raw footage shot on your wedding day. You must purchase all footage. Please note that all tapes will be erased 30 days after the final video has been received and that once erased will be gone forever. \$300 on DVD

Extra Copies

These are purchased for family and friends who would like to share your special day for the rest of their lives. Includes special cover. (\$25 per copy)

Once you have your order prepared please contact Marianna to make an appointment. Photographs and video are always ready at the same time 6-8 week from the time you place your order

If you have any questions please email us at info@excellencephoto.com or call 416 630 0090