

DIANE FRAZER photography

Wedding Terms and Conditions

For bookings between 1 April 2021 and 5 April 2022

General

1. Please make sure all contact details supplied are correct.
2. The timescales are a guide. All services will be completed as soon as possible with any unlikely delays notified.
3. "You", "your" refers to the wedding couple.

Booking

1. The booking is completed following a deposit payment of £150.
2. Failure to pay the deposit within 2 weeks of requesting a booking may mean the wedding date is offered to another couple.
3. The deposit will be put towards a wedding coverage package, with the balance payment due one calendar month before the wedding. Failure to pay the wedding coverage package balance will cancel the wedding booking and the deposit will be retained.
4. Wedding coverage packages can be upgraded before the wedding day after the balance has been paid. Payment will be due before the wedding day.
5. Wedding coverage packages can only be downgraded after balance payment in the event of government epidemic/pandemic social restrictions cancelling the wedding breakfast/evening reception or restricting the number of people attending for ceremony only coverage.
6. Provisions for a main meal or a working lunch in the venue bar or designated supplier area are much appreciated for weddings having coverage continuing after the wedding breakfast.
7. Any travel or accommodation expenses will be quoted prior to booking. This could include petrol, parking charges, congestion charges, food and accommodation expenses. No expenses will be added after the booking has been completed providing the wedding ceremony and reception venue/s listed on the booking form do not change.
8. Any changes to venue/s listed in the booking form may incur travel or accommodation expenses.
9. Any visitor parking permits or parking payments for the photographer's vehicle at the preparations venue, if different to the venue/s listed on the booking form, is to be arranged by the wedding couple. Free parking is also to be provided for any ordering or delivery appointments after the wedding.
10. All prices at the time of booking will be honoured until the wedding coverage package USB stick has been sent off for printing (personalising with your names and wedding date).
11. Albums can be pre-ordered and paid for before the wedding. They are non-refundable but can be upgraded to an alternative album or product before the proofing process starts.
12. Payments for albums and other products before the wedding will be considered part of the wedding coverage balance payment where the postponement and cancellation policy is concerned providing they have not been sent off for printing.
13. By special request for large weddings a second photographer quote can be given for their attendance on the day and subsequent extra post production work for Diane Frazer Photography. This is available as an extra service after booking and subject to availability. Prices may vary depending on other photographers' availability and their rates.

Postponement or Cancellation

1. The deposit is non-refundable 30 days after payment to complete the booking has been received.
2. In the unlikely event the wedding day is postponed any deposits and coverage balance payments made can be transferred to the new date, subject to availability.
3. Should Diane Frazer Photography have another booking on the rearranged day or a request to cancel the booking is made, a refund of any wedding coverage package balance paid will be given. The deposit will be retained as compensation for income turned away after reserving the date exclusively.
4. An exception will be made to postponements or cancellations whereby a wedding photography service cannot be offered to any other couple on the same day. This includes a natural disaster or government restrictions in an epidemic/pandemic. A deposit refund will be given after an attempt to transfer the booking to a new date, providing the pre-wedding meeting has not taken place.
5. Deposit refunds for wedding couples who cancel their wedding photography but continue to get married on a new or the original date will be only be given (providing the pre-wedding meeting has not taken place) if the photographer is not permitted to supply any form of photography service. This excludes the circumstance of couples choosing to cancel their photography service in favour of inviting a guest when the photographer's attendance is included in restricted guest numbers. Refunds will be issued, if applicable, following written confirmation from the venue confirming the photographer is not permitted onsite at any time during the wedding day including outdoor areas before and/or after the ceremony due to epidemic/pandemic social distancing government restrictions. A small bespoke wedding package will be arranged if the photographer is only permitted in outdoor areas and subsequently unable to photograph an indoor ceremony.
6. Bringing the wedding date forwards for any circumstance with less than 72 hours notice giving the photographer minimal or no time to prepare their equipment and/or travel to the venue will be considered unreasonable. This will be treated as going ahead without the photographer and subsequently a cancellation of the photography, if the photographer is unable to arrive prepared at the venue in time. The deposit will be retained to cover any pre-wedding meeting work done and/or as compensation for other bookings turned away on the original date.
7. Deposit refunds for wedding couples who decide not to get married will only be given (providing the pre-wedding meeting has not taken place) if their venue is closed for weddings on their wedding date or the registrars cancel due to a natural disaster or government restrictions in an epidemic/pandemic. Refunds will be issued, if applicable, after the wedding date following written confirmation from the registrar/place of worship of their intentions to no longer get married on an alternative date when a photography service could be supplied.
8. In the event the wedding couple are forced to self isolate under government epidemic/pandemic restrictions on the date of their wedding a refund will be given (providing the pre-wedding meeting has not taken place) if a photography service cannot be supplied on an alternative date due to unavailability of the photographer, photographer's attendance onsite denied due government social restrictions (excluding cancelling in favour of inviting a guest when numbers are restricted) or cancellation of their intent to marry.
9. In the event of a deposit being retained because the pre-wedding meeting has taken place wedding couples will receive digital copies of their venue visit portraits.
10. Refunds, if applicable, will be given using the same payment method monies were received to the person who paid.
11. For those choosing to pay by PayPal (debit/credit card or PayPal account), a percentage of the payment is non-refundable in all circumstances when a pay later offline alternative fee exempt method (internet banking or cheque) is offered. This retainable percentage is subject to change by PayPal at any time with no notice. An advisory of the amount will be included in your invoice and subject to change if making payment is delayed. For these PayPal transactions the cooling off period will be determined as the time between completing the booking form/placing an order on the Diane Frazer Photography website and paying separately after reviewing the invoice at the buyer's convenience.
12. In the event Diane Frazer is hospitalised, forced to self isolate under government epidemic/pandemic social restrictions or unable to travel to the venue/s due to adverse weather conditions Diane Frazer Photography has a procedure in place to find another photographer as emergency cover. In the first instance cover will be found for the wedding day itself at no

additional cost to the wedding couple. The editing and the rest of the wedding photography package service will be completed by Diane Frazer Photography.

13. In some circumstances cover for the complete job including editing and delivery of images may be required. Emergency cover procedures will be put in place to help find a replacement photographer. A refund of the balance payments will be given for the wedding couple to use to pay the new photographer and the contract with Diane Frazer Photography cancelled. The deposit will be refunded too providing the pre-wedding meeting has not taken place. Diane Frazer Photography will not be liable for any price differences should the alternative photographer taking on the booking wish to charge more for the same, similar, or different service at any time.
14. In the event of postponement on more than one occasion or cancellation of a rearranged wedding day the same terms and conditions will apply.

Pre-wedding Meeting

1. The pre-wedding meeting will take place at the wedding venue approximately 2 to 3 months before the wedding day. Should the venue refuse permission a suitable nearby location will be suggested.
2. In the event either the Bride and/or Groom is no longer able to attend the pre-wedding meeting for whatever reason, including self isolating under government restrictions in the event of an epidemic/pandemic, please contact Diane Frazer Photography to rearrange at the earliest possible notice. In the event of self isolation a new date is to be arranged when the entire household have finished isolating for the length of time advised by the government.
3. There is no charge to rearrange for another day. A portrait session fee of £50 will apply for an additional meeting to take the pre-wedding venue visit portraits in the event only one half of the couple turn up.
4. In the event of social restrictions enforced by the government in an epidemic/pandemic, pre-wedding meetings may take on a different format to be completed if the wedding is due to take place on the original date. The portraits will be taken from a safe distance in the venue grounds (if open and permitted) or an alternative safe location compliant with any government guidelines. Discussing photography requirements and wedding day timings will be done via video call or phone to reduce in person contact time.
5. If the wedding takes place on the first day after social/travel restrictions are lifted by the government or the Bride, Groom or Diane Frazer have been forced to self isolate in the event of an epidemic/pandemic and subsequently the pre-wedding portrait session hasn't been able to take place at any location prior to the wedding, a £50 discount/refund towards the photography coverage will be given. In the event last minute appointments are offered but not suitable for the pre-wedding portrait session a, £50 voucher will be issued to be put towards an album or any other product.
6. Wedding couples who have their pre-wedding portraits taken at their venue before postponing or purchase a pre-wedding engagement portrait session prior to booking and subsequently receive a gift voucher towards their photography coverage, can have a second meeting via phone, video call or at a location near to the photographer's home to discuss their wedding day schedule. Amendments can also be made to the photography schedule via email.
7. The pre-wedding meeting venue visit portraits can be purchased before the wedding. They will also be complimentary on the wedding coverage package USB stick after the wedding.
8. Wedding couples wishing to purchase a frame for guests to sign at the wedding are to order and pay for it at least one month before to ensure it is ready for the wedding day. This is non-refundable 48 hours after the proofs have been agreed and the frame cannot be changed once ordered.

Photography

1. Copies of insurance documents can be shown prior to booking and a copy supplied to the venue if requested. A risk assessment can also be provided after seeing the venue at the pre-wedding meeting. Please ask the wedding co-ordinator to contact me to discuss.

2. The photographer's DBS can be viewed by request. This is a basic DBS, the highest possible for a self application. An enhanced check can be done however this will need to be completed by the venue or the wedding couple and at their expense.
3. Within a few weeks of the pre-wedding meeting a wedding photography schedule will be sent by email. The timings in the schedule will be a guide and go with the flow of the wedding day. Any significant changes to times and additional photographic requests are to be submitted in writing no later than 4 days before the wedding. A new version of the schedule will be issued. Additional photograph requests can be taken on the day; however no liability will be taken if it isn't possible to take them within the flow and time constraints of the wedding day. In the event of another photographer being involved as a second shooter or emergency cover a copy of the photography schedule and any other relevant details required for use on the wedding day will be emailed to them. No liability will be taken by Diane Frazer Photography for images not taken by a third party photographer.
4. The style of photography will be as seen on www.dianefrazerphotography.co.uk/weddings.
5. Photographers acting as a second photographer or emergency cover will be told to photograph in the same style as Diane Frazer Photography's portfolio. Some variations may occur due to differences in photographic equipment and techniques used.
6. No liability will be taken for missing or lack of variety of photographs under circumstances out of the photographer's control. These may include restricted movement and photography permissions by the officiant; restricted movement at the venue including physical characteristics or staff permissions; social distancing restrictions imposed by government in the event of an epidemic/pandemic; sudden obstruction or actions by anyone including guests, officiant, videographers and venue staff during uninterruptible moments; time constraints caused by delays in the wedding day schedule; people refusing to be in photographs; guests who arrive late, leave early or disappear to their accommodation; during the photographer's meal break (usually whilst guests are eating); weather conditions; traffic; theft of memory cards and other equipment.
7. No liability will be taken for accidents on council or private property not owned by Diane Frazer Photography caused by physical characteristics of the location, weather conditions, belongings (furniture, equipment etc) and people not employed by Diane Frazer Photography.
8. Any unlikely accidents caused by the photographer or their equipment are to be reported immediately. No liability will be taken for accidents reported after the wedding or meetings.
9. Photographers acting as a second photographer or emergency cover will not be employees of Diane Frazer Photography. They will be checked to make sure they have their own liability insurance cover in the event of an accident caused by them or their equipment. Any accidents caused by an emergency cover photographer are to be reported immediately to Diane Frazer Photography. Any subsequent claims will be against the other photographer's insurance policy.
10. Any verbal or physical abuse, hostile, threatening, or inappropriate behaviour towards the photographer, theft, or damage of equipment will not be tolerated and will result in the photographer terminating the wedding coverage and/or the booking for their own safety. Any theft or damage of equipment by you or your guests will be charged for.
11. Diane Frazer Photography is to be made aware if the Bride, Groom, or any of their guests suffer from photosensitive epilepsy that maybe triggered as a result of lighting equipment to be used.

Viewing Online

1. Watermarks will not feature on ordered products.
2. The final post production and editing styles, effects, and overall look of the images are left to the discretion of the photographer.
3. All images are colour balanced however colours of clothes may differ to real life and vary throughout the wedding day as the natural light changes.
4. The photographs may vary in colour depending on the monitor or device they are viewed on.
5. The wedding couple will be provided with a unique and secure password to view the photographs in a client area on www.dianefrazerphotography.co.uk/login as soon as possible.
6. Anyone requesting the login details will be asked to contact the wedding couple.
7. A small number of 'preview' photographs will be uploaded for viewing in the client area on the website within 2 to 3 weeks of the wedding with the rest of the collection finished as soon as possible a few weeks later. During busy times the complete collection of photographs will be

ready for viewing approximately 5 to 8 weeks after the wedding. A quicker turnaround time is to be booked and paid for before the wedding and subject to availability to block out my diary for immediate days after the wedding to guarantee editing time.

8. The online slideshow is a feature of the website and maybe withdrawn by the website company at any given time with no notice.

Ordering

1. A personalised UV printed USB stick with high resolution JPEG files (supplied in the 3:2 aspect ratio they were taken in) is included with every wedding coverage package. There is no obligation to purchase any additional products.
2. This prepaid wedding coverage package USB stick is to be ordered by the wedding couple to personalise. Only one prepaid item will be given out per wedding and it cannot be substituted for any other product. Additional USB sticks can be purchased.
3. Reasonable steps are taken to ensure digital products are suitable for use on various devices, however due to ever changing technology and the vast range of devices available no liability will be taken for any incompatibility issues. Any concerns of USB stick incompatibility should be raised prior to booking.
4. Digital files cannot be used for purchasing products available for sale by Diane Frazer Photography from another printing company until after the wedding coverage package USB stick has been delivered.
5. One viewing appointment is complimentary by request for each couple. Any further ordering appointments will be £50 each with the cost put toward any products ordered during the appointment.
6. Any orders by guests will be put on hold until the wedding couple have received their wedding coverage package USB stick, unless consent has been given.
7. Any guests ordering prepaid items will be asked to change their order unless consent has been given by the wedding couple for them to order their item on their behalf.
8. The photographs of the products are examples and not to scale. All product sizes quoted are approximate.
9. At checkout the chosen image is to be cropped to suit the aspect ratio of the product ordered. On average 0.5" will be hidden in the framing process including removable print mounts. Album pages may be trimmed slightly in comparison to the proofs due to creep in the binding process. Albums have been designed with this in mind and all picture boxes are placed within the supplier's recommended safe margin thus likely only to affect full bleed images up to 0.5" around the edge.
10. The colours of the products are as accurate as possible due to the variations of materials and computer monitor displays.
11. Due to the organic makeup of the natural materials used by suppliers for their products minor surface imperfections may be present.
12. In the unlikely event of product suppliers discontinuing any of the products advertised at anytime a similar alternative will be offered. If an alternative product is refused, a refund for that item will be given, minus any PayPal or debit/credit card transaction fees if a pay later offline alternative fee exempt method (internet banking or cheque) was offered.
13. All photographs uploaded to the client area will be received as shown with basic subtle airbrushing of any minor blemishes already done during the editing stage to the same standard as shown on www.dianefrazerphotography.co.uk/weddings.
14. Any further digital retouch work, including clothing alterations and venue imperfections is to be requested and a quote will be given to cover additional time spent editing. The price will vary depending on the nature of the request and the number of photographs the alteration is to be done to. After receiving the quote the photograph/s can be left as they are or the additional retouch work paid for.
15. Prices for products, any special offers, and terms and conditions for additional orders are subject to change after the wedding coverage package USB order has been placed.

Promotional Discounts and Gift Vouchers

1. Any valid discounts or promotions will be shown and deducted at checkout.
2. Gift cards are a voucher code, delivered as an email link that works like regular gift voucher. No physical card will be issued.
3. Any gift list contributions from various buyers can be added together as one gift card to spend on any product or service.
4. Gift card voucher codes are to be entered at checkout. They can also be assigned to a client area for spending on the next transaction (not recommended for shared client areas or on public computers).
5. Multiple gift cards can be used by any number of people for any number of purchases of products/services until the total value has been redeemed.
6. Orders placed for physical products to the same value as the gift card will be subject to shipping costs. Any free shipping promotions will show at checkout when ordering products.
7. If the order total including shipping is less than the gift card value, the balance will be updated and visible when clicking on the original voucher code link.
8. Gift cards have no expiry date; however prices are subject to change after receiving the wedding coverage package USB.
9. If the buyer or recipient suspects the gift card code or link has accidentally fallen into the wrong hands the voucher code can be cancelled if the total value hasn't been redeemed. A new voucher code will be issued to the original email address used by the buyer.

Proofs and Payment

1. Payments for debit/credit cards are taken through PayPal with or without a PayPal account. The Diane Frazer Photography website will load the payment gateway to complete the purchase or where additional offline pay later options (internet banking or cheque) are offered too, payment instructions will appear at the end of the checkout process and in your invoice sent to the email address supplied.
2. Diane Frazer Photography is not responsible for bank transfers being sent to an incorrect account, cheques/cash being lost in the post, cheques bouncing, or banks/PayPal refusing tender.
3. Payment delays may hold-up orders being sent off for printing and subsequently the delivery.
4. Please check the invoice/receipt with proofs carefully. Any mistakes ordering (wrong image/orientation/incorrect text) for digital items, prints, and giftware are to be notified within the 48 hour cooling-off period. Due to the bespoke nature of the product refunds or exchanges cannot be given after the order has been sent off for printing.
5. Full refunds for PayPal payments within the 48 hour cooling off period will only be given in circumstances where the Diane Frazer Photography website loads the PayPal gateway automatically. Where a pay offline later option is offered with alternative fee exempt payment instructions (internet banking or cheque) the cooling off period will be determined as the time between placing the order and paying separately after reviewing the invoice at the buyer's convenience.
6. Some products including albums and frames will require separate proofs to be completed and will only be sent off for printing once approved in writing or using the proofing form. 48 hours will be left after the approval of proofs before printing as an additional cooling-off period for any final alterations. These products will state if separate proofs will be sent in the product description.
7. Digital photograph files (balance payments) are non exchangeable or refundable once the wedding has taken place.

Delivery of Photographs

1. All items in the same order will be delivered together. Any request to send items ready sooner separately will incur postal or courier charges.
2. Orders will be ready within 30 days of payment being cleared or from proofs being approved, whichever is the latter.

3. Diane Frazer photography is not responsible for any delays with bespoke products being made at third party suppliers or any delays with the postal and courier services. In the event of severe weather conditions, a natural disaster or an epidemic/pandemic, suppliers and/or couriers may be forced to stop the service they provide temporarily. All orders placed during this time will be put on hold until they are permitted to return to work.
4. Free UK delivery will automatically be added to any prepaid package products and other eligible items. All other orders will be charged for shipping. If an international shipping address has been supplied the order will be put on hold until an alternative care of UK address has been provided or payment for international delivery (including any liable taxes) is made after requesting a quote.
5. Weekend and evening delivery for local orders (30 miles from Reading, Berkshire) of albums and frames is subject to availability of delivery appointments. Saturday delivery upgrade for all other items being sent by postal or courier companies will be charged for.
6. Where a free local delivery appointment has been offered at the earliest possible time, any request to send the order sooner by courier will be charged for.
7. Delivery addresses can be changed providing the order hasn't been dispatched to ensure someone will be available to sign for it on a weekday. Posting can also be delayed by request if the recipient is going to be away.
8. In the event of any damage occurring during delivery please leave a message with Diane Frazer Photography the same day by email or phone. Replacements can be arranged on return of the damaged goods. It is advisable to get a certificate of posting and a tracking number as no liability will be taken for the loss of items being returned by the post or courier.
9. Any damaged items being replaced are to be reprinted exactly the same. No alterations to the image/s, orientation, or product (colour, style, size, or text etc) can be made.
10. Due to the bespoke nature of the products unwanted items will not be replaced free of charge. Any costs for altering the product and subsequent delivery expenses will be charged for and a quote sent prior to the return of the unwanted item.
11. No photographs will be delivered by email directly from Diane Frazer. All orders for digital files are to be placed through the website.
12. USB sticks cannot be returned to have additional digital files added to prevent Diane Frazer Photography computers catching any viruses.

Looking After Your Photographs

1. The photographs are printed using high quality professional printers but should still be kept out of direct sunlight in a dry environment away from high humidity levels to keep them in good condition.
2. To clean your photographs use a dry, clean duster.
3. All photographs will be archived by Diane Frazer Photography, unless requested otherwise by the wedding couple. No liability will be taken for loss of photographs after 3 years.
4. It is advisable to make a copy of your high resolution photographs on a computer to make them compatible with ever changing technology.

Copyright

1. The 1988 Copyright, Designs and Patents Act assigns the copyright of all photographs to Diane Frazer Photography when they are taken.
2. High resolution photographs can be printed and copied royalty free for personal use. They are not to be sold to anyone.
3. With the exception of cropping to different aspect ratios for display purposes, the photographs cannot be digitally manipulated in any way to maintain the artistic integrity of the images protected by intellectual property rights.
4. Guests may take photographs on their own devices providing they are not obstructing. Any photographs of compositions set up by Diane Frazer Photography are to be for personal use only and no profitable gain. They are not permitted to use these images to market their own photography business.

5. Photographs can be uploaded to social network websites. Images received will not be watermarked. Liking and tagging the [Diane Frazer Photography Facebook page](#) or [Instagram page](#) is much appreciated.
6. Photographs without identities (venue, flowers, etc) will be used for marketing by Diane Frazer photography and shared with your venue/s and suppliers.
7. Diane Frazer Photography will ask the wedding couple when ordering, to give or refuse consent to use their other photographs in the public domain for marketing. Images will be used on the Diane Frazer Photography website, on electronic devices owned by Diane Frazer for the purpose of a portfolio slideshow, email marketing, promotional material, and sample products. Wedding guests should be made aware if permission is given in case they do not wish to have the photographs they feature in used. Only photographs of whoever has ticked the 'yes' permissions box and their immediate family (spouse/partner/children) will be used on third party directory websites and social media whereby Diane Frazer Photography has login details to control the content. These can be listed upon request.
8. Diane Frazer Photography will not distribute any photographs showing identities with any third party without your consent. Other wedding suppliers (hairdresser, make-up artist, florists, venue, etc) can be given free digital copies of the wedding photographs to help promote their business in exchange for them crediting Diane Frazer Photography for the images. Images are not to be sold to any third party.

Privacy Policy

1. Any personal data including names, addresses, contact numbers and other information relevant to the photography service are collected, kept confidential and not distributed to any third party.
2. In the event of a second photographer or an emergency cover photographer being required for any reasons outlined in these terms and conditions, the wedding photography schedule and any other relevant details required for use on the wedding day will be passed on to enable them to undertake the job. Should Diane Frazer be hospitalised and not in a position to make any necessary emergency cover arrangements herself, a next of kin will access her diary and client paperwork to do it on her behalf.
3. If you believe that any information Diane Frazer Photography holds on you is incorrect or incomplete, please email data@dianefrazerphotography.co.uk as soon as possible.
4. You will only be contacted regarding your booking and subsequent order/s. When ordering products you will have the option to opt in or out to receive the Diane Frazer Photography seasonal newsletter, which you can 'unsubscribe' from at any time.
5. [Read the full privacy policy.](#)