



memories in motion

## NTP Video and Photography Services Order Form

### Customer Information

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

### Shipping Information

(for final product)

Check here if same as above

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

### How to Order

1. First call or e-mail us about your order at (602) 651-1211 or [nate@ntpmemories.com](mailto:nate@ntpmemories.com). We will set up a pre-wedding consultation to discuss your event and your expectations.
2. Print and fill out this form completely.
3. Deliver the order form and check or money order (if you want to pay by credit card, we accept credit card payments through PayPal, ask us how) for 10% of full payment (this is a non-refundable deposit to save your date with us) made out to NTP Memories in Motion to:

**NTP Memories in Motion**  
**1550 E Thunderbird Rd, #2109**  
**Phoenix, Arizona 85022**

4. Once we receive the order form and payment, we will contact you to let you know and verify all the information about your order.
5. We will also call two weeks before the event to verify everything and to collect 40% of payment, the remaining 50% is due when final product is delivered to you.
6. Relax, have fun and let NTP Memories in Motion capture your memories to DVD for your future enjoyment!

**What do you want video or photography of?** (Please include directions on separate paper)

\_\_\_\_\_  
\_\_\_\_\_

**What would you like the title to be for the DVD Main Menu, DVD label and DVD**

**case insert?** (ex. XYZ Co's Annual Christmas Party, The Johnson Family, etc) Be creative, if you need any suggestions please feel free to ask. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**What is the date(s) and time (s) of your event?** Date \_\_\_\_\_

Time \_\_\_\_\_

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**May we use your project in part or whole for marketing purposes of NTP Memories in Motion?** This would give us permission to use your project for our website, etc.  
 Yes, you may.  No, thank you.

Comments: \_\_\_\_\_

**Any additional suggestions or options you would like?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Guarantee and Legal Information

### Our Guarantee:

NTP Memories in Motion wants to ensure that your satisfaction is guaranteed. In doing so, if there is ever any problem with your order, we will do everything we can within reason in order to fix the problem. We ask that you do not return an item without first speaking with us about the issue. We will always try to repair the problem, but if we are not able to, we will allow a refund within the first 20 days of you receiving your final product. Please note that we will not give refunds due to incompatibility with your personal DVD player. We ask that you please check with your DVD player's manufacturer before ordering if you have any doubt about a DVD-R working in your DVD player. This should not be an issue since DVD-Rs have a 95+% compatibility rate with DVD players, but please know our policies on this issue. A 10% non-refundable deposit will be held to reserve the date for your event.

### Copyright Liability:

It is the customer's responsibility to ensure that they are complying with copyright laws. This order agreement includes a signed confirmation that you, the customer, are authorized to use all photographs, video and music to be used in the creation of your NTP Video Production. NTP Memories in Motion is not responsible for verifying this information, and will not be held accountable for any violation. NTP Memories in Motion reserves the right to refuse orders, at our discretion, that include copyright violations.

### Privacy Policy:

NTP Memories in Motion promises that we will never sell, rent, lease, or otherwise disclose your contact information to any third-party. Your contact information will only be used by NTP Memories in Motion for NTP Memories in Motion purposes, including but not limited to marketing and communications.

### Release:

By signing this form you are giving permission to NTP Memories in Motion to capture any person present at your event, photo shoot, etc. This agreement releases NTP Memories in Motion from responsibility in receiving permission from event attendants whose image might be photographed or filmed during the event, photo shoot, etc.

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## Price Chart

Description	Price	Quantity	Total
One Videographer	\$200/hr		
Two Videographers	\$350/hr		
Editing time	\$50/hr		
Photography Portrait Session	\$100/hr		
Photography Event Coverage	\$150/hr		
<b>Extras</b>			
Add Photos to the final video (paper)	\$2.00		
Add Photos to the final video (digital)	\$1.00		
DVD duplication services (copies) – per DVD	\$15.00		
Other Misc.	Contact Us	N/A	
<b>Other</b>			
Travel Fee (outside Denver/Boulder/Fort Collins area)	Contact Us	N/A	
Standard shipping (Ground)	\$10.00	N/A	
<b>Order Total =</b>			

Please make all Check or Money Orders payable to **NTP Memories in Motion**.

There will be a \$25.00 charge for all returned checks.

For Credit Card payments please call or email us and we will instruct you how to pay using PayPal.

## Agreement

By signing this form, I am entering an agreement for services with and conducted by NTP Memories in Motion. I understand that 10% payment is due to reserve the date and the full payment of the correct charges is due before NTP Memories in Motion ships the final product to me. I acknowledge that I accept responsibility for all media to be used in the development of my product. I also understand that copyright laws prohibit unauthorized duplication and distribution of this DVD without permission. I acknowledge that I have read and agree to all of the above statements in this agreement.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_