

Wedding Date: _____

Preferred Contact Details:

Bride's Name:

Groom's Name:

Email Address:

Tel: _____ (mobile) _____ (home) _____ (work)

Address: *Please give the address where you would like to receive your package – it will need to be signed for.*

THE BRIDE

Name/Address of venue pre-ceremony 'getting ready'

Immediate Family/Key People Attending Wedding:

Bridesmaids:

THE GROOM

Name/Address of venue for pre-ceremony 'getting ready'

Immediate Family/Key People Attending Wedding:

Groomsmen/Ushers:

THE WEDDING and THE RECEPTION

Approximate Total Number of Guests:

The Ceremony:

Time:

Name and Address of Venue:

The Reception:

Time:

Name and Address of Venue:

Other Important Details *Please include here any specifics, including any additional VIP guests*

FORMAL GROUP SHOTS

These are optional. Please specify up to 6 formal group photographs, eg. Bride and Groom with Bride's Family

1.

2.

3.

4.

5.

6.

7.

*The following is typically included in wedding photo coverage. I will try to capture as much as possible, but please mark any items that are **especially important to you**:*

Pre-ceremony:

Bride's gown and shoes
Candid shots of the bride and her maids getting ready (hair and makeup, jewellery etc)
Bride heading to the ceremony site (including getting into the car)
Best man/Ring Bearer with rings
Candid shots of the groom and groomsmen getting ready
Groom heading to the ceremony site

Ceremony site, if permitted:

Exterior of the ceremony site
Interior of the ceremony site
Guests arriving
Bridal party arriving
Bride and whoever is accompanying her just before walking down the aisle
Musicians performing
Bride walking down the aisle
Groom reacting to bride walking down the aisle
Wide shot of the altar
Bride and groom reciting their vows
Bride and groom exchanging rings
The couple's first kiss
Signing the marriage certificates with witnesses
Bride and groom exiting their ceremony site
Confetti shower
Bride and groom in their car

Formal Portraits:

Bride and groom, each alone
Bride and groom together
Bride and groom with wedding party/close friends
Bride with her family
Groom with his family
Bride and groom with bride's family
Bride and groom with groom's family
Both families together
Flower girl/bridesmaids/page boys/ring bearers
Whole group shot of all the wedding guests

Reception Site:

Exterior and interior shots of the reception site
Table settings
Guests signing the book/leaving messages
Wedding party entrances
Toasts and speeches
Wedding cake/buffet foods
Bride and groom cutting the cake
Band or DJ performing and guests dancing
Bride and groom's first dance
Bouquet toss

Please let me know some of the essential information about your wedding necessary for planning photographs.

- 1) Will the surnames of either party be changing after the wedding?
- 2) Do you prefer your photographs to be directed and arranged (more formal/styled shots, with poses suggested by the photographer) or more natural and candid (the photographer is unobtrusive/journalistic and you're hardly aware of their presence)?

I need to factor in travel time between the locations and venues to make sure I don't miss anything.

- 3) What address should I arrive at first? This is usually where the bride is getting ready, if bridal prep photos are requested. Let me know a suitable time to arrive.
- 4) Where is the ceremony taking place?
- 5) What time will the ceremony be starting?

If you have the contact number or email address of someone at the venue this would be great so I can arrange to visit before the start, to figure out the best spots and check the lighting.

- 6) Who is giving the bride away?
- 7) In order to allow for a private photo session of bride and groom, we will need around half an hour-one hour of your time alone with the photographer. This is usually done after the ceremony, but in the case of winter weddings or a late ceremony They can take place beforehand if preferred. Is there a location nearby where you will want to go for photographs of just the bride and groom? Do you require a separate session to get more Artistic images?
- 8) Where is the reception taking place? If there is a plan for a meal, speeches or cake cutting let me know some timing guidelines. Again, if you have a contact on site that would be great.
- 9) Would you require a 'Photo booth' style set up in the evening where I will be sitting in an area with lighting and any guests can approach for funny, informal shots, with props etc?
- 10) Will you be doing any type of "exit" from your reception? If so, what time will this take place? If not, what time would you like the photographer to stay until?
- 11) Are there any surprises that your guests won't be aware of (e.g. a special entrance,Choreographed Dance,etc..) That you think I should know about?

12)In this day and age, nearly every guest brings a camera phone and wants to take their own pictures and recordings during the ceremony. This sometimes means that just as the photographer is positioned perfectly, "Uncle Bob" will spring out and stand in the way, keen to capture the picture for himself! I am happy for everyone to take as many pictures as they like, but you might wish to ask the person conducting the ceremony (e.g. registrar or Vicar) to ask guests to restrict their use of mobile phones at specific times.

Please list "VIP" Names Not Included Thus far, Including close family such as children, parents, siblings, grandparents, People i should Know About ,Or Vendors i need to Collaborate with on your Behalf:

FAMILY FORMALS: Family formals do not have to take over 20 minutes. However, this is only possible if we are well organised beforehand! As I am unlikely to recognise your close family, if you tell me some names I will be able to make sure the right people are called forward into each grouping. If there are family members who don't get along or partners who are separated, I can avoid any faux-pas and be aware to photograph them separately.

Travel: Please Advise as early as possible if you're wedding is on location ,Travel Plans are best booked early in advance ,Special arrangements may need to be made - Direct liaison between wedding planners & Vendors regarding ,Equipment ,Accommodation & Schedule can be arranged if you provide the necessary details of all Participants.
Please discuss any Budget/Legal requirements you may have concerns with.

Please feel free to add any other comments you think are relative that are not covered in the above questionnaire or any special requirements you may have