

Event Photography Contract Discussion

Dear [Client's Name],

I hope this message finds you well. I am reaching out to discuss the photography contract for your upcoming event on [Event Date]. Below are some key points we should cover:

1. Event Details

- Date: [Event Date]
- Location: [Event Venue]
- Duration: [Event Duration]

2. Services Included

- Pre-event consultation
- Coverage of the event
- Post-event editing and delivery

3. Fees and Payment Schedule

The total fee for the event photography services will be [Total Amount]. A deposit of [Deposit Amount] is required to secure the booking.

4. Rights and Usage

Please review the terms regarding rights to images and usage for promotional purposes.

I look forward to discussing these points in further detail at your earliest convenience. Please let me know your availability for a meeting.

Best regards,

[Your Name]

[Your Business Name]

[Your Contact Information]