



CLIENT NAME \_\_\_\_\_

SESSION DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

START TIME \_\_\_\_\_ END TIME \_\_\_\_\_

IN-HOUSE ENGINEER REQUIRED (CIRCLE ONE) YES NO

DEPOSIT PAYMENT METHOD (CIRCLE ONE)

CASH / CHECK CREDIT\* PAYPAL\* / VENMO

Credit Cards and PayPal are subject to a 3% service charge

### CREDIT CARD AUTHORIZATION

NAME ON CARD \_\_\_\_\_

CARD # \_\_\_\_\_

CARD EXPIRATION DATE \_\_\_\_ / \_\_\_\_

SECURITY CODE \_\_\_\_\_

BILLING ZIP CODE \_\_\_\_\_

AMOUNT TO BE CHARGED \$ \_\_\_\_\_

### BOOKING TERMS

- THE SESSION TIME BOOKED IS CONSIDERED THE START TIME FOR BILLING
- STUDIO A HAS A 3-HOUR MINIMUM
- STUDIO B & D HAVE A 4-HOUR MINIMUM
- A 50% DEPOSIT IS REQUIRED TO CONFIRM A BOOKING
- WE ACCEPT CASH, CHECK, PAYPAL, VENMO, AND ALL MAJOR CREDIT CARDS
- CLIENT IS RESPONSIBLE TO PAY 50% OF BOOK RATE FOR ALL STUDIO TIME CANCELLED WITHIN 72 HOURS NOTICE
- CLIENT IS RESPONSIBLE TO PAY 100% OF BOOK RATE FOR ALL STUDIO TIME CANCELLED WITHIN 24 HOURS NOTICE
- MASTERS MAY BE HELD UNTIL BALANCE IS PAID IN FULL
- STUDIO TIME INCLUDES SETUP TIME, BREAK DOWN TIME, AND ANY BREAKS TAKEN BY CLIENT OR CLIENT PARTIES
- BY SIGNING AND RETURNING THIS FORM, YOU HEREBY ACKNOWLEDGE THAT YOU AGREE AND UNDERSTAND THE BOOKING TERMS ON THIS FORM

SIGNATURE X \_\_\_\_\_

(AUTHORIZING PAYMENT AMOUNT ABOVE & ACKNOWLEDGING BOOKING TERMS)  
TO SIGN DIGITALLY, RECOMMENDED DOWNLOAD: ADOBE FILL & SIGN

**THANK YOU FOR YOUR BUSINESS!**

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