

Vaughan Wood Video Productions  
Dance Concert Booking Form

Ph. (03) 9587 2348

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Client's Name (or Authorised Contact): \_\_\_\_\_  
School Name: \_\_\_\_\_  
Suburb/Town: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Phone Numbers: (School) \_\_\_\_\_ (contact) \_\_\_\_\_  
EVENT Name: \_\_\_\_\_  
Event Date(s): \_\_\_\_\_  
Event Venue: \_\_\_\_\_  
Venue Address: \_\_\_\_\_  
Event Start Time: \_\_\_\_\_

Video Start Time: (usually 1 hour before event start) \_\_\_\_\_

No. of CAMERAS Required: 1. \_\_\_\_\_ 2. \_\_\_\_\_ Other

EXTRA REQUIREMENTS: \_\_\_\_\_

**PRICES:** Prices below for one camera shoots, **minimum 35 copies** including all DVDs, USB memory sticks & Blu-Ray discs..  
*For 2 camera shoots add \$10.00 to all prices per copy.*  
**DVDs Please Note:** Only 2 hours of SD footage can fit on one DVD. Add \$3.00 for 2nd disc per copy if concert footage is over two hours.  
*Three hours of High Definition (HD) footage can fit onto USB memory sticks and Blu-Ray discs.*

STANDARD DEFINITION (SD) HIGH DEFINITION (HD)  
DVDs @ \$25.00 ea. \_\_\_\_\_ USB memory stick @ \$30.00 ea. \_\_\_\_\_ Blu-Ray discs @ \$30.00 ea. \_\_\_\_\_  
*\* USB Sticks will play on all computers & some TVs \* Blu-Ray Discs will play on Blu-Ray players ONLY*

DISCS/STICKS NEEDED BY: (Please allow 2 weeks for editing & production) \_\_\_\_\_

**DEPOSITS ARE REQUIRED FOR FIRST TIME CLIENTS ONLY**

**DEPOSITS: \$300 books your date (New Clients Only).**  
We accept EFTPOS/Visa/Mastercard/Direct Deposit for all payments.  
**ANZ BSB: 013 128 Acc. No: 4406 68004 Acc. Name: Vaughan Wood Audio Video**  
*Please use clients surname above as reference for Direct Deposit payments.*  
Deposit Amount \$ \_\_\_\_\_ cheque /Mastercard/Visa/DD  
Cardholder's Name \_\_\_\_\_ (please Print)  
Card No. \_\_\_\_\_ Exp. \_\_\_\_/\_\_\_\_

Please post or fax this form (both sides) to address or fax number at top of page.  
A receipt will be mailed back to you within a week.

I/We have read, understood and signed the conditions on the back of this form and include our deposit by cheque or card.  
  
Signed \_\_\_\_\_

**OFFICE USE ONLY**

DVD Copies \$ \_\_\_\_\_  
Memory Sticks \$ \_\_\_\_\_  
Blu-Rays \$ \_\_\_\_\_  
**TOTAL \$ \_\_\_\_\_**  
Deposit \$ \_\_\_\_\_  
Balance \$ \_\_\_\_\_  
**Deposit received by**  
\_\_\_\_\_/\_\_\_\_/\_\_\_\_

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### Explanation

We have been recording concerts in HD since 2006, so as a videographer, it is very disappointing to still be delivering concerts to our clients on DVDs in Standard Definition (SD), when we see about 4 times the detail when we are editing the footage. This is most evident in wide shots, where individual details on dancers' faces are much more visible.

High Definition DVDs, called Blu-Ray, are available, so I have included them on the price list for those that have Blu-Ray players.

USB memory sticks seem to be the way things are going, as they will play on all computers and some (Smart) TVs and Blu-Ray players with USB ports. Although the files have to be quite small, they are still a large step up from SD.

Please be aware that it is better to copy the files off the USB stick to a computer hard drive and view them from there, as it is very easy to erase the memory sticks, and they are not as reliable as optical discs to store information.

Our copyright entitles the owner to make one digital copy for their own use.

### TERMS AND CONDITIONS

1. As a new client, we enclose deposit of \$300 to book the services of Vaughan Wood AV.
2. Balance of monies due are payable upon completion of video editing and on pickup of DVDs etc, at the latest.
3. In the event of cancellation the deposit is non-refundable, but if a contractor is NOT involved, we will transfer it to another date.
4. All Dance School proprietors have the right to view the finished edit upon completion and give it the final approval before printing. If required, Vaughan Wood AV will provide you with a master DVD set so you can check all menus, titles etc. are correct. Obviously this slows our production down as we wait for your approval, so please be aware of that.
5. During pre-Christmas concert season we ask for 2 weeks return for your discs, and please advise us if you do not require them before the start of term 1 of next year.
6. The best available equipment & services are incorporated in the production of our videos and DVD's. Liability will be limited to full refund of monies paid should a non-attendance or malfunction occur, providing the video has not left VWAV's premises.

I/We have read, understood and agree to the above conditions....

Signed \_\_\_\_\_ Date \_\_\_\_\_