



## Four Seasons Photography Policy 2019

### I. Four Seasons Photography

- i. Four Seasons Photography, or FSP or Four Seasons, is an unlicensed service for communities in Northwest Arkansas.
- ii. FSP is owned and operated by Mikayla Hatfield.
- iii. FSP is located in Fayetteville, Arkansas

### II. Terms and Conditions

- i. FSP only provides services to those that have completed the booking process
- ii. Clients who would like to request a session for themselves must be 13 years of age or older
- iii. **If under 18, parents permission must be given in writing in order to photograph a minor**
- iv. **Clients must schedule a session one week prior to their desired session date in order for their application process to continue.**  
Applications that have been submitted less than one week in advance risks the chance of their applications getting denied.
- v. A request to FSP does not guarantee a scheduled session.
- vi. All requests must be verified by FSP
- vii. Sessions are divided into two categories:
  - i. Senior Portrait Session
    - 1. Senior portraits are for high school and college graduates only. Proof of school identification may be required.
  - ii. Couples Session
    - 1. Couples sessions are for those who are in a relationship. **This does not apply to engagement sessions due to Four Seasons Photography not doing wedding photography.** If an engaged couple would like a couples session, it will be treated as such and not an engagement session (i.e. no ring images).
  - iii. Other sessions (ex. Families, best friend sessions, maternity, etc.) can be requested. There is no guarantee the request will be accepted.

**iv. FSP is not certified in newborns. Therefore FSP denies any newborn session request.**

- i. Any model recruited by FSP has their session fees waived. Models wanting to collaborate, but are not recruited, will receive 28% off the Spring Collection.
- ii. If any props are requested to be in the session, clients must provide the prop.
- iii. Locations can be chosen by the client. Travel, entrance, permit fees, etc. may apply. The Client will be responsible for paying these fees.
- iv. FSP reserves the right to refuse any chosen location for any reason.
- v. Travel fees also apply to FSP models
- vi. Every chosen location must be verified by FSP
- vii. **If a session request has not been verified from FSP after 3 business days, your request is considered denied. FSP does not need to give reason as to why the request is denied.**
- viii. The client is **not** allowed to edit, crop, apply filters, or in any way alter an image given through their gallery.
- ix. The client, friends, and/or family is not allowed to take photos during the session (this does not include selfies or behind the scenes photos asked to be taken for FSP). Session time is for photographer and client to cooperate and take photos. If others are taking photos during session times the session will stop and not proceed until other cameras/phones are put away. If photos continue to be taken that are not from FSP the session will end and any monies paid will be forfeited from the client.
- x. FSP does not do extensive editing. If extensive editing is wanted, please contact FSP for prices regarding extensive editing.
- xi. **Contracts and retainer fees must be signed/paid in order for a session to take place. No signed contract and/or paid retainer fee results in no session. Your time slot and date will be relinquished for other clients to request.**

III. Privacy Rules

- i. FSP will require your name, phone number, email address, and home address for receiving printed photos and photo packages.
- ii. FSP respects their client's privacy and will not share any personal information to anyone for any reason.
- iii. The client will respect FSP's privacy as well by not sharing the photographer's personal information, including, but not limited to: work place, home/work address, personal phone number.

IV. Offers and Deals

- i. FSP offers deals and sales throughout the year resulting lower costs for sessions.
- ii. Offers and/or deals may occur during seasons changes.
- iii. Offered promo codes are only good for the first 5 clients who redeem their promo codes. When the 5 promo codes are redeemed the deal associated with the promo code will no longer be valid.

#### V. Session Cancellations

- i. FSP reserves the right to cancel any session for inclement weather, safety purposes, emergencies, or any other reason.
- ii. If a session is cancelled by FSP, FSP will reschedule, refund deposited money, or offer a discount on the rescheduled session.
- iii. A session is considered an official cancellation after the session request has been processed and approved.
- iv. If the client cancels a session, the retainer will be forfeited, but no other fees will be applied.

#### VI. Approved Sessions

- i. If a session has been approved by FSP, the client will receive an email by [info@4seasonsphotographs.com](mailto:info@4seasonsphotographs.com) or under the name **Four Seasons Photography**. The email will include information with the **session type, photographer, session date, and session cost**.
- ii. Invoices with total or balance due will be sent through a separate email

#### VII. Costs

- i. The paid money paid to FSP for a session helps FSP pay for its photographers, their time, and their equipment for future session.
- ii. The cost of the client covers for timed sessions, photographer, and editing for the client's online gallery
- iii. FSP accepts cash, checks, and electronic payment through Shootproof, Paypal, or Cashapp.
- iv. FSP **does** offer photo prints at this time, including prints, canvases, and metal prints. Each can be bought through the client's online gallery through FSP or if digital images are bought the client can print where they desire **\*\*Note - images printed in non-professional labs may not be high quality. To ensure high quality prints, canvases, and metal prints, printing through FSP will be the desired option.**

VIII. "For Any Reason"

- i. FSP offers its session to anyone who requests it. FSP will refuse service to anyone that uses violence, gang signs, profanity, sex (not including boudoir), etc. in any session. No refunds will be given and the session will end if the client commits any of the above during the session.

---- End of policy and terms and conditions ----