

# Imaging Production Contract



**Ravenheart Images (of Raven Productions)**  
14 Huntington Dr.  
Schenectady, New York 12309  
(518) 705-9127  
[www.ravenheartimages.com](http://www.ravenheartimages.com)

Account Number \_\_\_\_\_ Date \_\_\_\_\_ Prepared By \_\_\_\_\_

**Contractual Contact** (The individual both functionally and financially responsible for the contracted services)

Name \_\_\_\_\_ Address \_\_\_\_\_  
(please print)

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email Address \_\_\_\_\_

Event Type \_\_\_\_\_

Rate \_\_\_\_\_

1. The contractual contact understands and agrees that Ravenheart Images is the exclusive video production company retained to cover this event. Any conflicts with any other imaging entities or contracts and/or any notifications required to avoid such conflicts are the sole responsibility of the contractual contact. The contractual contact agrees to provide detailed written request specifications to Ravenheart Images no later than one month after the signing of this contract.
2. The contractual contact assumes all responsibility for obtaining any necessary permissions and/or permits required to cover this event and Ravenheart Images shall not be held liable for any loss of service due to the failure to obtain said permissions and/or permits. The contractual contact warrants that he/she has the legal rights to anything captured or included within the project at the request of the contractual contact nothing will be included that has not been vetted by the contractual contact. The contractual contact agrees to indemnify and hold Ravenheart Images harmless for any loss, damage or liability for infringement of any rights arising from the use or sale of media the contractual contact hires Ravenheart Images to record, produce, edit or duplicate.
3. Ravenheart Images maintains complete ownership of all creative and intellectual materials arising from the execution of this contract including that generated through social media sites established by Ravenheart Images for the purposes of the event. The contractual contact maintains full rights to the same with no restriction of use. Ravenheart Images has the right to use any portion or all of the same for display or marketing publication.
4. The contractual contact reserves the right to terminate the contract for any reason at any time up to 72 hours before the event. Should the contract be terminated, all monies paid minus the retainer will be refunded.
5. The contractual contact hereby grants full creative, editorial and production control to Ravenheart Images of regarding all aspects of the production and post-production services for the event. It is at the discretion of Ravenheart Images what is recorded and used within the edited master cut. All recorded video or still imagery is available raw (complete and unedited) for the cost of duplication and materials. Changes requested to the final production after delivery will be honored and billed at an hourly rate of \$125.00.
6. All personal property provided by the contractual contact to Ravenheart Images for use or inclusion within the final production are given at the risk of the contractual contact. Ravenheart Images will make every effort to insure the safekeeping of personal properties while in its possession and return same to contractual contact upon delivery of the final production.
7. If Ravenheart Images fails to comply with the terms of this agreement due to any event or circumstance beyond the control of Ravenheart Images, including but not limited to illness, accident, labor disputes, acts of God and other catastrophes, or uncontrollable and unforeseen equipment failure, Ravenheart Images liability is limited only to a refund of all monies received.
8. Ravenheart Images fabricates, duplicates and tests all media to ensure functionality within most equipment. Ravenheart Images is not responsible for incompatibilities with old, poorly maintained or inferior equipment.
9. Ravenheart Images is not responsible and cannot be held liable for any postings or media placed on a social media site. Social media is used solely at the risk of the contractual contact.

**In Witness Whereof**, the parties hereto have executed this agreement on the later date as shown below.

**Agreed to and Accepted:**

Ravenheart Images Representative

\_\_\_\_\_  
(signature) \_\_\_\_\_ Date \_\_\_\_\_

Contractual Contact

\_\_\_\_\_  
(signature) \_\_\_\_\_ Date \_\_\_\_\_