

Welcome Guide



(319) 535-3686

www.timecapsulestudios.ART

Before your Session:

Please make sure any children are fully rested and in a good mood! Avoid scheduling your child's photo session during nap times. Cranky children are usually not willing to be photographed. This goes for sickness as well. If your child isn't feeling the best, we can definitely reschedule! If you decide to bring more than one outfit, make sure they are clean and free of wrinkles.

Make sure children are bathed and have hair neatly groomed. Also, double-check that any nail polish is neat or removed prior to the session. Bring anything that you would like to have photographed as well. Young children are often intimidated or frightened and will often have meltdowns so please bring your patience!!

Creation Fee:

The creation fee of \$150 includes the time and talent of photographer and is due prior to the session to hold your appointment time. Due to the custom nature of each session, all sales are final and non-refundable. Various packages are available for purchase.

Clothing Choices:

I suggest avoiding bold patterns, busy logos, and all white ensembles. Coordinate your clothing to look nice but it doesn't need to match. If you are planning on displaying wall portraits I suggest that you coordinate your outfits to match your home décor. Feel free to bring numerous outfits but I can only photograph what time allows. Keep in mind that children often become frustrated with multiple clothing changes.

Payment Options:

Forms of payment accepted include cash, credit, checks, Afterpay, or personal payment plans are available. Iowa state sales tax of 7% will be added to all session fees, collections, print, and digital products.

Reschedule Policy:

Creative fees for my time are non-refundable. If you need to reschedule a session for any reason, please contact me ASAP. I would appreciate a 48 hour notice if possible. I know that life happens and I am more than happy to work with you and transfer your fee to the new session if you give sufficient notice. Cancellations or no-shows without notice will automatically lose their fee.

Exclusive Photographer:

Tanya Brennan/Time Capsule Studios will be the only photographer allowed at the session. This includes amateur cameras, cell phones, video cameras, or any other form of digital capture.

Proofing and Ordering:

All sessions include a free pre-session consultation, basic editing of selected images, an in-person ordering session, and a private password protected online gallery for additional orders. Your images will be available to view at the ordering appointment. The online gallery will be available for 7 days and there is a \$25 fee to reopen the gallery after it has expired.

Copyright Information:

Time Capsule Studios retains the copyright of any and all images produced. Scanning, copying, editing, or removing any logos without written permission is illegal and will be prosecuted to the fullest extent of the law.

Digital Images:

Images may be uploaded by the photographer for sharing via Facebook in a low-res watermarked file. Due to the high rate of online piracy, digital images will not be posted until after an order has been paid for.

High-resolution files are available for purchase at a rate to compensate for lost profit. A print authorization form is included. For best quality, please do not print at local food or department stores. I offer printing at my professional lab at discounted prices for any client who has purchased the archival files.

**Thanks for taking the time to read over my policies and session details!
If you have any further questions please contact me!**

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