

Hiring the Photographer Checklist

- Carefully examine samples of each photographer's past work (his or her "book"). Be sure you're looking at work he or she shot, not that of other professionals who work at the same studio.
- Notice whether:
 - Photos are framed well
 - Photos are over- or underexposed
 - Details are visible
 - People look comfortable and relaxed
- Call references and ask:
 - Did the photographer get the shots they expected and wanted?
 - Were they satisfied overall?
- Book your favorite photographer by phone, send a fax to confirm.
- Finalize decisions as to:
 - The specific package you're purchasing (if applicable) _____
 - Percentage posed vs. photojournalistic _____
 - How much film will be shot (including color/b&w ratio) _____
 - If shooting digital, how many CDs will be expected _____
 - How many proofs you'll have to choose from _____
 - How much time will be needed for posed, formal portraits _____
- Request a contract and review for the following critical points:
 - Name and contact information for you and the vendor
 - Date, exact times (number of hours), and locations (home, ceremony, reception) where the photographer will work on wedding day
 - The name of the photographer who will be shooting your wedding and the number and names of assistants
 - That there will be backup gear available
 - Number of rolls of film to be shot (color and black and white), as well as type of film (and cost per additional roll, if needed)
 - Number of proofs you'll receive, and other package details if you opt for one (you may modify this information later)
 - The date your proofs will be ready and how long you can keep them
 - When you'll receive your order (albums, prints) once you place it
 - Length of time the photographer will keep your negatives
 - Total cost (itemized if possible)
 - Overtime fees
 - Reorder price, if you should decide to order additional pictures later
 - Deposit amount due
 - Balance and date due
 - Cancellation and refund policy
 - Photographer's signature
- Sign final contract.