



Terms & Conditions

BOOKING CONFIRMATION

No ideas/concepts/locations etc., will be discussed in full detail until the client's booking is confirmed and the required deposit amount is paid in full which is 60% of the invoice. Deposits are non-refundable in any way in the event that the client cancels an already booked booking. Reschedules are able to be done no less than (2) weeks notice from booked event.

PAYMENT

The client must agree to these terms, and pay via invoice to book any of Top Floor Productions' services. The client is responsible for any and all expenses that are required and discussed between Top Floor Productions and client {hotel, gas, parking fees, flights and any other travel expenses, as well as (and not only pertaining to) multiple day shooting expenses, rebooking expenses, additional add-ons, etc.}.

EDITS

Upon initial first edits, the client may have a maximum of (2) re-edits. Anything after (2) there will be a \$150 fee for each edit. Top Floor Productions will work with the client to ensure that everything wanted in the edit is fulfilled prior to the 2nd edit. In the instance in which the client is not happy with the final edit, the deposit is not refundable, but Top Floor Productions will give the client the raw footage to do with as they wish, with out any charge.

LOGOS

Top Floor Productions will include logo in the beginning of every visual, as well as website at the end of the visual. If the client(s) would like for either of these to be removed, the client(s) understands that they will have to pay a non-refundable \$250 fee.

RAW FOOTAGE

Top Floor Productions owns and holds the rights for all footage captured by Top Floor Productions. If the client would like to have the raw footage sent over, the client understands that they will have to pay a non-refundable fee which would be an additional 50% of the project cost billed to the client. (For example, if the project is \$1000, the client will have to pay \$500 to receive the raw footage).

COPYRIGHT/RELEASE

Top Floor Productions retains the right to use any footage/photography captured/edited/created towards the marketing and/or promotions of Top Floor Productions. By agreeing to these terms, the client grants permission to Top Floor Productions to commercially use any and all work created/edited/captured by Top Floor Productions on Instagram (@topfloorofficial, @topfloorproductions), topfloorofficial.com, Twitter and any other social media platform. The client will receive a full quality copy of the finished visuals/photographs as well as promotional copies for social media. In the event that the client chooses not to pay the remaining balance, Top Floor Productions holds the right to not give the client the finished product of their project. Additionally, Top Floor Productions will still hold the right to use the footage for promotional purposes in reels, trailers, and instagram promotions.

LIABILITY

If the client, or any party of the client's, damages any equipment on set belonging to or rented out by Top Floor Productions during the shoot due to negligence and/or carelessness, the client or party of the client is required to cover the full amount to replace the broken item(s) in no longer than (1) week time frame. Failure to do so will result in an additional \$250 charge per day until the balance is paid for.

CANCELLATION/REFUND POLICY

All deposits are non-refundable in any way. All payments after the client has received the first edit are also non-refundable in any matter. In the event that Top Floor Productions cancels a confirmed booking, the deposit will be returned to the client within 72 hours of cancellation. This does not pertain to rescheduling, or equipment failure.

