

# 360 BOOTH RENTAL CONTRACT

*Lights, Camera, Capture, LLC*

Thank you for your interest. Please ensure that all information has been correctly filled out on this page before signing. In order to secure your desired data and services, we require a \$100 retainer fee of which will go toward your total rental amount due. The remaining rental balance will be due 14 days before the event date. This written contract sets forth the full, written intention of both parties and supersedes all other written and/or oral agreements between the parties.

## **Client Contact Information**

NAME/COMPANY: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_  
EVENT DATE: \_\_\_\_\_  
EVENT TYPE: \_\_\_\_\_  
START TIME OF 360 RENTAL: \_\_\_\_\_

## **Venue Information**

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
ESTIMATED NUMBER OF GUESTS: \_\_\_\_\_

## **Rental Rate Information (Please check the appropriate box(es) and fill in any blanks if applicable)**

- MANDATORY RENTAL: **2 HRS X \$150** (\$ **300** total on this line)  
 ADDITIONAL HOUR(S): **\_\_\_\_ HR(S) X \$100** (\$ \_\_\_\_\_ total on this line)  
 EXTRA MILEAGE FEE: **ONE TIME FEE \$25** (\$ **25** total on this line)  
(40+ MILES & UP TO 60 MILES)

## **Add Ons (Please check the appropriate box(es) and fill in any blanks if applicable)**

- ENCLOSURE **ONE TIME FEE \$100** (\$ **100** total on this line)  
 FOG MACHINE **ONE TIME FEE \$50** (\$ **50** total on this line)

**TOTAL RENTAL AMOUNT DUE:** \$ \_\_\_\_\_  
(Rental Rate plus any add ons)

\_\_\_\_\_  
Initials of Lights, Camera, Capture, LLC

\_\_\_\_\_  
Initials of Client

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## TERMS OF AGREEMENT

This CONTRACT outlines an agreement and includes all contractual obligations made between Lights, Camera, Capture, LLC and \_\_\_\_\_ (Name of client) for the event date of \_\_\_\_\_ (date of event). The contract is entered into for the purpose of providing 360 video booth rental services for your specified event on the date, time and location indicated.

### SERVICE PACKAGE:

Your 360 Booth rental package consists of the following:

- High quality 360 video
- Instant video access via SMS, Messenger, or Google Drive
- All event media delivered to the client
- Captivating Slow Motion Video Experience
- Custom Overlay (optional)
- Choice of music added to the final video (optional)
- Assortment of Props
- Red Carpet with Stanchions
- Studio Lighting
- Professional on-site attendee
- Deliver, Setup, and teardown

### SERVICE PRICING

A minimum of 2 hour booking is required. Rental price is \$150 per hour for the first 2 hours. Each additional hour is \$100 per hour. **Example: 5 hour event = \$600 (\$150 x 2hr + \$100 x 3hr)**. Your desired date and services will be secured when the retainer fee of \$100 and signed contract are both received.

### PAYMENT:

A retainer fee of \$100 within 48 hours of the executed contract to secure your desired date and services. The retainer fee will go toward your full rental amount. The remaining balance must be paid 14 days before the event date. Payments can be made with Zelle, Cash App, Venmo, Debit/Credit Card, or Cash.

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## TRAVEL:

Travel within a 40 mile radius from my location in Waxahachie, Tx to the event location is free. Any travel over 40 miles, up to 60 miles, will be a one time charge of \$25. Anything further than 60 miles from my location in Waxahachie, Tx may be considered on a case by case basis. Please note that this distance/rate is for a round trip.

## CANCELLATION / RESCHEDULING:

Any cancellation or rescheduling must be made at least 7 days before your event date in writing by either email to: [lightscameracapturellc@gmail.com](mailto:lightscameracapturellc@gmail.com) or text message to: [214.399.7161](tel:214.399.7161) in order to receive a refund, less the retainer fee of \$100 or you will forfeit the full rental amount.

**Example: Event date is 01/15/2023 at 6pm, written notice needs to be received no later than 6pm on 01/08/2023.** If the 7 day cancellation deadline is met your rental amount, less the retainer fee of \$100, will be refunded within 5 business days, excluding federal holidays. If something occurs that will affect your date, please let us know immediately to discuss options.

## 360 BOOTH SETUP / REMOVAL:

We will deliver, set up, and remove all equipment associated with the 360 photo booth from your event location. We require access to the venue at least 45 minutes before scheduled event start time. After the event, we require up to 45 minutes to remove the setup. It is your responsibility to ensure we have access to the event space. We cannot be held responsible for delays (or incomplete setup) if not allowed a reasonable amount of time and/or provided with the right resources required to complete the setup.

## EQUIPMENT:

All photo booth equipment, including but not limited to cameras, lighting, platforms, backdrops, props, etc., are the property of Lights, Camera, Capture, LLC and must remain onsite at the setup space. The client is responsible for all losses due to theft, vandalism, misuse or damage of equipment caused by the Client and/or their guests. In the event that the equipment is damaged, misplaced, stolen, the Client agrees to be billed for the repair or replacement cost of the item(s).

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## SETUP REQUIREMENTS:

A floor space of at least 10' x 10' with a minimum ceiling clearance of 8' is required to accommodate the photo booth. A 110V, 10 amps, 2 or 3 prong standard electrical outlet from a reliable power source no more than 30 feet away, is also required. The client is responsible for any damage caused to our equipment and/or attendants due to improper power provision. For outdoor events, we must be in a totally dry spot, on a paved or grassy surface free of dirt, and protected from rain, wind, cold, heat or direct sunlight. An enclosure may be rented for an additional \$100 for the entire booth rental time. Services will be discontinued in the event of inclement weather if the event is outside. If the client chooses to include the fog machine into their package, it is the client's responsibility to ensure the fog machine can be used at the venue. Failure to ensure usage will be a forfeit in the \$50 add on fee and no refund will be given.

## INTERNET ACCESS:

A reliable internet connection with speed of at least 1MB may be required at the event venue to deliver the photo booth videos. Where the internet is not available, Lights, Camera, Capture, LLC will try all efforts to connect via hotspot. If connection still can not be made, the client will receive all videos within 24 hours after the event has ended and will be responsible for sharing with their guest.

## 360 PHOTO BOOTH OPERATIONS:

To use the 360 booth, guests are required to stand on a circular platform while a camera spins around them for approximately 15 seconds in a full 360 motion. Guests are required to stand firmly in the middle of the platform without extending their feet over the edge. Guests are not to depart the platform until told by the attendee. No drinks, food, or smoking will be allowed on the booth, equipment, or tables owned by Lights, Camera, Capture, LLC. Up to 6 adults/900 lb weight limit or up to 6 children/900 lb weight limit can safely use the platform at the same time.

## MEDIA DELIVERY:

Guests will be able to enter their phone number after each session to receive a link to their video. It is the responsibility of the guest to download the video to their device as the link will expire within 5 days. A link of all media created by our 360 photo booth at the event will be made available to the client within 24 hours after the event.

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### CLIENT RESPONSIBILITY:

It is the Client's responsibility to provide Lights, Camera, Capture, LLC and our attendants a safe working environment free for hazards, attacks, threats of violence or harassment of any kind.

The attendant reserves the right to cease operations immediately and take possession of all equipment if they become unsafe. No refunds will be made under such circumstances. We shall not be liable for direct, indirect, incidental or consequential damages with respect to any claim arising from or related in any way to this agreement and services provided

By signing this document, you agree to use our services under the Terms and Conditions of this contract.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Lights, Camera, Capture, LLC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FINAL EXECUTION DATE AFTER ALL SIGNATURES AND CORRECTIONS ARE MADE:  
(TO BE FILLED IN BY LIGHTS, CAMERA, CAPTURE, LLC ONLY)**

\_\_\_\_\_ DAY OF \_\_\_\_\_, 2026

\_\_\_\_\_  
Initials of Lights, Camera, Capture, LLC

\_\_\_\_\_  
Initials of Client

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## *Lights, Camera, Capture, LLC*

### RELEASE OF LIABILITY AND ACKNOWLEDGEMENT OF ACCEPTANCE OF DANGERS, RISKS AND HAZARDS

I, \_\_\_\_\_ (CLIENT NAME), hereby acknowledge that **LaToya Bryant-Contreras** ("Owner"), the owner of **Lights, Camera, Capture, LLC** located in **Waxahachie, Texas**, has granted limited consent to the undersigned to enter the Property **solely for the purpose of setting up, taking down, and facilitating their photo booth services for which they were hired by** \_\_\_\_\_ for the event date of \_\_\_\_\_.

I further acknowledge and understand that no warranty, either express or implied, is made by the Owner as to the condition of the Property or any improvements and materials located thereon. This document is sufficient warning to the undersigned that dangerous conditions, risks and hazards may exist on the Property or may be incurred as a result of the entering or conduction any activity on the Property. I hereby expressly assume all such dangers, risks and hazards.

In consideration for the right to enter the Property, I hereby release Owner, waive all claims against Owner and agree to protect, indemnify and hold harmless Owner and its managers, members, agents, employees, volunteers, and assigns from and against any and all claims, demands, causes of action and damages, including attorney's fees, resulting from any accident or resulting from the undersigned's entry onto the Property or actions while on the Property, whether or not caused by Owner's negligence or gross negligence. This Release applies during all times that I am on the Property. I hereby further covenant and agree that neither I nor my heirs, successors and assigns will make any claim or institute any suit or action at law or in equity against Owner or its managers, members, agents, representatives, employees, volunteers, successors or assigns.

As used in this Release, the terms I, the undersigned, and myself include all family members, invitees, employees, contractors, subcontractors, agents and any others acting under my instructions (whom I am responsible to copy this form and have them sign prior to entering the Property) while on the Property.

Dated and signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_  
Initials of Lights, Camera, Capture, LLC

\_\_\_\_\_  
Initials of Client