

# Photoshoot Guidelines

Thank you so much for booking your photo session with JoJo's Photos & Studio! We are looking forward to capturing this special moment in time for you! Below are our guidelines to help you be prepared so we can give you the best experience possible.

1. Now that your session has been booked, we will send you a \$25 non-refundable retainer fee to lock in your session date and time. If you need to reschedule your session, you will be charged a new booking fee. If you have a free/promotional session scheduled, and you were not originally charged a retainer fee, you will be charged a \$25 non-refundable retainer fee upon rescheduling.
2. The location for your photo session should be established when you book your session. Locations are on a first come, first served basis. If a location has not been provided one week in advance of your session, your photographer reserves the right to select a location for you.
  - a. You are responsible for obtaining permission to shoot at your chosen location. Private establishments as well as some public places, such as Hennepin County, require permission prior to the session. If a permit is required, you will be responsible for purchasing and providing proof of purchase to your photographer prior to the session.
  - b. Locations that exceed a 30-mile radius from JoJo's Photos & Studio will be subject to a \$50 travel fee. An additional \$40 for every 40 miles outside of that radius will be incurred.
    - i. Senior photo sessions outside of a 30-mile radius from JoJo's Photos & Studio will be subject to a discounted \$20 travel fee.
3. Photo sessions have strict time slots. There will be no extension of the time of your session, unless permitted by the photographer in advance.
  - a. If you are more than 15 minutes late to your session, the photographer reserves the right to reschedule your session date and time based on the studio's availability. If the session needs to be rescheduled, a non-refundable \$25 retainer fee will be applied to the new date and time.
  - b. You are required to be prepared for your session upon arrival. Hair, makeup, and outfit preparedness falls to you, unless an HMUA package has been determined in advance. If you choose to change outfits at any point during your session, the time taken to change will be included in your total session time. Sessions will not be extended to accommodate outfit changes, unless permitted by the photographer.
    - i. Each session guarantees a set number of photos. If an outfit change is not explicitly stated in your session type, the number of photos will be split between the outfits. (i.e. a bronze senior session receives one outfit and 15 images. If two outfits are requested, approximately 7-8 photos will be provided for each outfit).
4. The editing time for all sessions (excluding weddings) is 4-6 weeks. Edited photos will be uploaded into an online gallery and a link to the gallery will be emailed to you upon completion.
  - a. Previews are never promised and are only given if time allows. To guarantee previews, an additional fee will be added to your total session price. Previews within one week of your session will incur a \$25 fee, and previews within 24 hours of your session will incur a \$40 fee. Preview images will be chosen by the photographer.
  - b. Editing time for weddings is 10-12 weeks. Previews will be provided in accordance with your wedding package. Preview images will be chosen by the photographer.

Thank you again for booking with JoJo's Photos & Studio! We are excited to work with you and hope to continue to take care of all your future photo needs. For any questions, please email [jojosphotosandstudio@gmail.com](mailto:jojosphotosandstudio@gmail.com).