



Photography Assignment

Date Submitted ____/____/____

Quoted by _____

Date of Photo Shoot ____/____/____

Time of Shoot _____ AM/PM

Check one

Full Day

Half day: (Morning) or (Afternoon) **Maximum 3 hours**

Other

Check one

1 year (Rights), Includes Advertising, POS/POP, Media, Corporate and Web (Excludes 3rd party) One year usage only. CIA retains all copyrights.

Unlimited/Perpetual, Provides client with all usages and no further permission by CIA required for any usage. Unlimited time and territory granted. CIA retains all copyrights. **(All unlimited/perpetual usage prices will be negotiated in advance.)**

Assignment Fee Quoted \$ _____

Misc. Expenses \$ _____

Assignment description _____

Assignment location _____

Digital files will be delivered either on CD or DVD.

Client Contact Information:

Name _____
Email _____
Phone _____ Fax _____
Company _____
Address _____
City/State/Zip _____

Shipping Information:

Name _____ Phone _____
Company _____
Address _____
City/State/Zip _____
Ship Via _____ Shipping Account No. _____

Billing Instructions:

Name _____ Phone _____
Company _____
Address _____
City/State/Zip _____

Charge to:

Visa MasterCard Amex

Card #: _____ Card Expires (Mo/Yr): ____/____

Name of Cardholder (Please print) Authorized Signature Date

Special Instructions _____

Client Signature

Date

- **DATE WILL NOT BE SECURED** until CIA Stock Photography receives this completed, signed confirmation form, and 50% of fee in advance (Visa/MasterCard/Amex accepted).
- This quote honored for thirty (30) days.
- Client is responsible to supply shot list and layouts one week prior to shoot. (Fax to **(704) 660-6720** or Email to manager@ciastockphoto.com)
- Please complete, sign and FAX to Manager, at **(704) 660-6720**.
- CIA Stock Photo, Inc. office number **(704) 660-6447 ext. 21**