



WooHoo!

First of all, thank you so much for booking! I am absolutely thrilled and cannot wait until our session day!

Now, that your session is booked and you're probably just as thrilled, you may be wondering "Now what?!"

This guide will help you prepare for your upcoming session and know what to expect during this exciting process.

I encourage you to read all 3 parts of the guide: Where to Shoot, What to Wear, What to Expect, and What to Display. Feel free to ask me any questions as they come up. I would love to address everything prior to our shoot.

Thank you for taking the time to read this,

Diana



Where to shoot

We can create anything you want, anywhere you want. I seriously wouldn't stress about the 'where' part. The background is exactly that... the background. The focus will be in your family. Plus, I have been known for turning not so interesting locations into magical places.

Simplicity makes for timeless photographs.

Once you have decided on a location, please let me know.



What to wear

Yay to...

- comfy clothes
- layers
- dresses or shirts that flow with the wind
- medium to light color tops
- pop of color in small doses
- accessories such as hats, scarfs, necklaces, bracelets

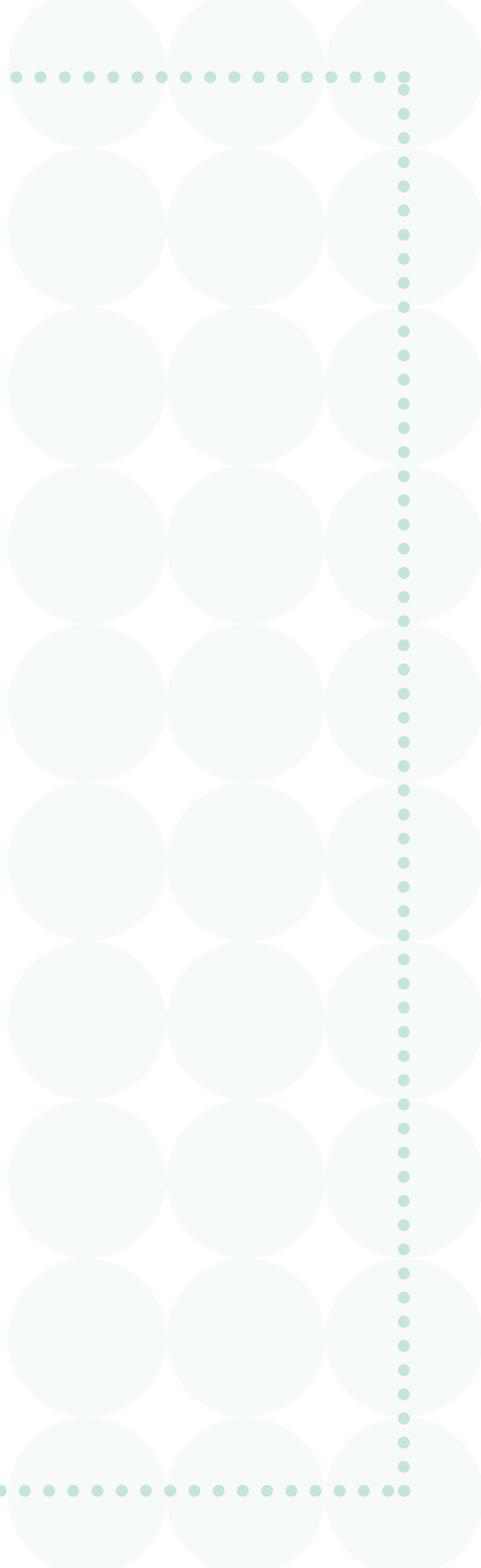
Nay to...

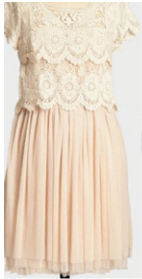
- large graphics, large patterns, noticeable logos
- dark tops for adults
- oversized clothes
- matching outfits
- brown, military green, dark blue, yellow, orange

Here's a trick for choosing items for the entire group: pretend you are creating only one outfits. For example pick a patterned item like a scarf and then select the outfits pulling colors from that pattern.

Feel free to get inspiration from my pinterest boards
<http://pinterest.com/dliang1/>

Once you have everything ready you are welcome to send me a photo of all the outfits together to get my blessing.







What to expect

I like to start off my sessions with a small chat to remind everyone what's expected. I will try to get the kids on my side from the beginning. I recommend to start our session with some type of activity to break the ice. Think about something that everyone could be a part of and have fun. For example: making cookies, having a picnic, collecting flowers. Something short and sweet. This is where I capture your natural interactions. I won't ever need you to tell the kids to say cheese, or look at the camera. I go at their pace and take extra time if needed.

There will be "everyone smiling looking at the camera" photographs because everyone needs some of those, too. But, while I like to give direction to set up the shot by pointing where to stand and suggest some actions, I like to capture the real moments in between set-ups.

For you to completely relax, I may need to take over a bit, and if I need help I will ask for it. Sometimes it is best for me to go off away from the rest of the group with the little ones. They feel less pressure and I can get them to relax. So don't be surprised or alarmed if I take someone aside. I might also ask you to do something that you think is totally "out there". Just go with me. Follow me along for the ride. No matter what, whether the shot turns out good or bad, it will be an experience.

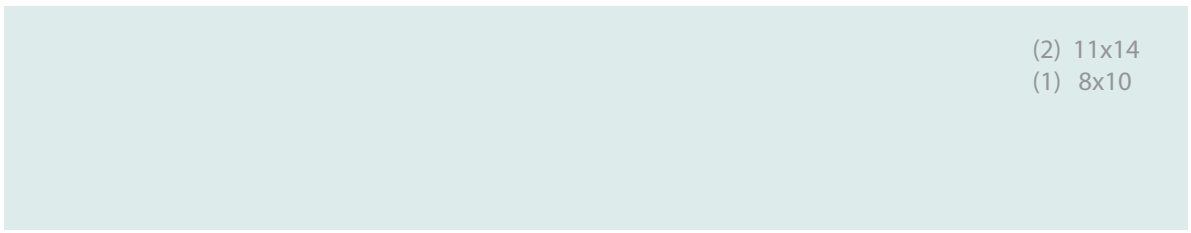
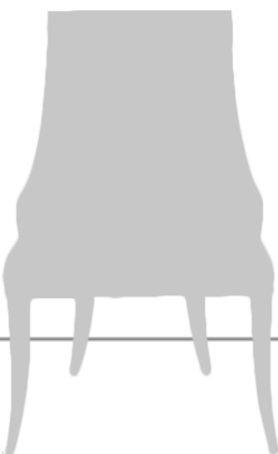
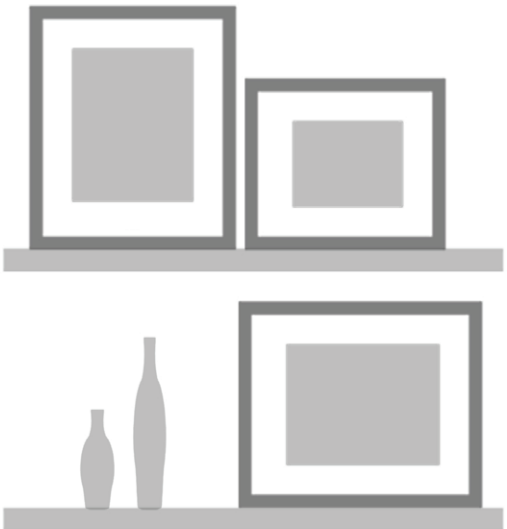
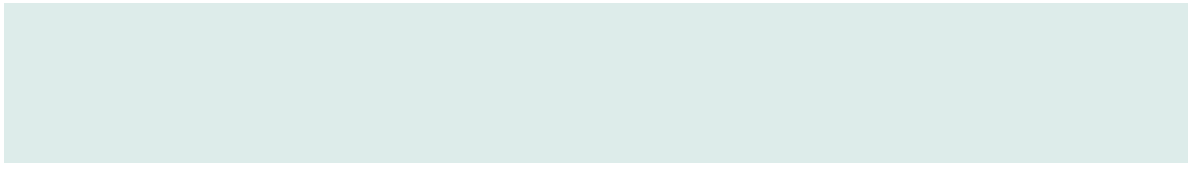


What to display

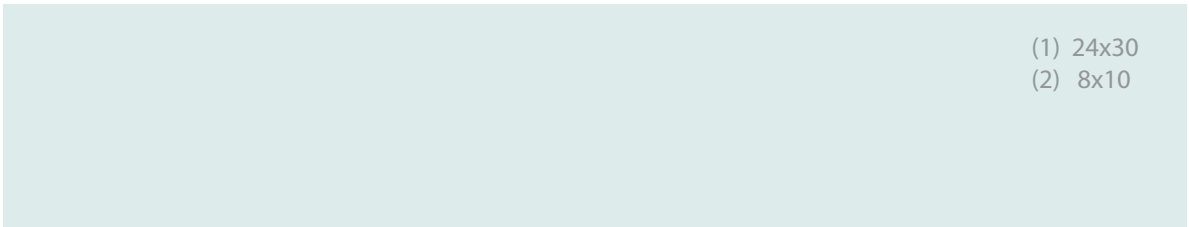
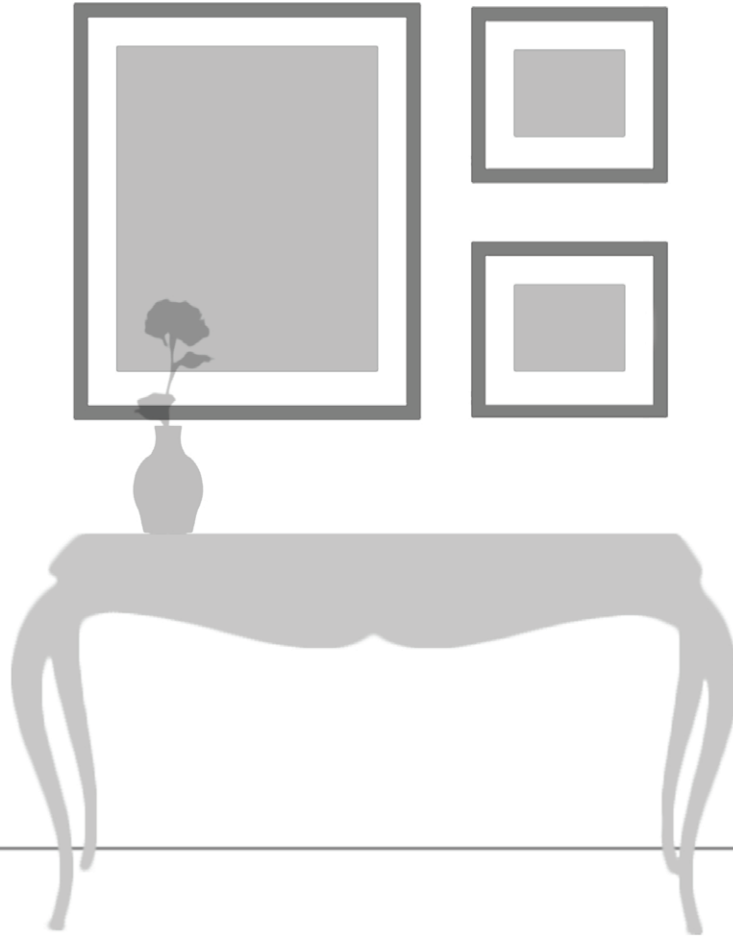
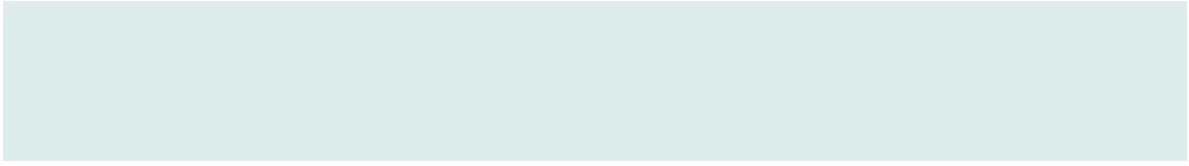
After your session your online gallery will be live approximately after 2 weeks of session. I will send you a link via e-mail. It will be up for 6 months and you get 30% discount on all print orders placed within 10 days. Also, if your initial print order exceeds \$100, you are issued a 35% off coupon for digitals.

In the meantime, you can start planning how to display your photos. The following beautiful designs will help you visualize photo galleries and displays in your home.

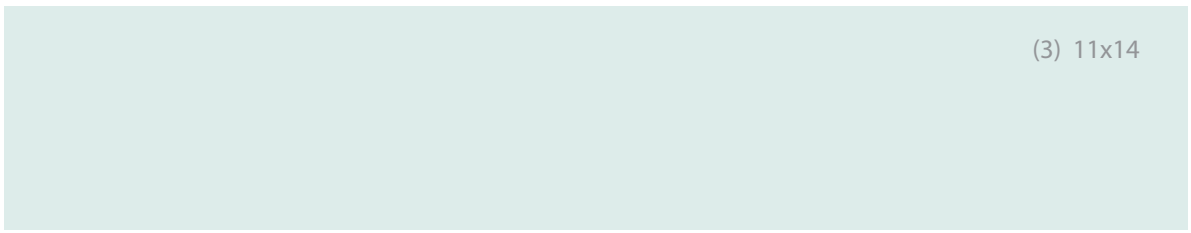
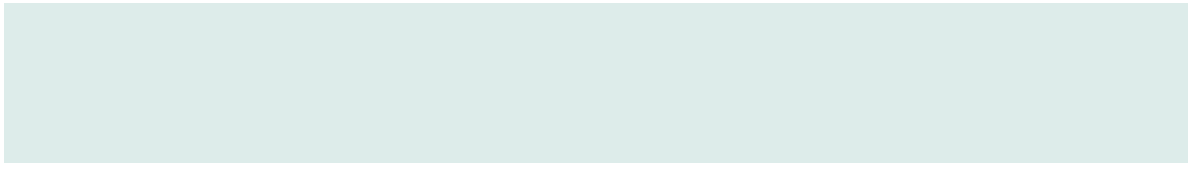
If there is a specific area in your home that you would like to address, make sure to point it out on the day of our session I would be happy to give you some suggestions.

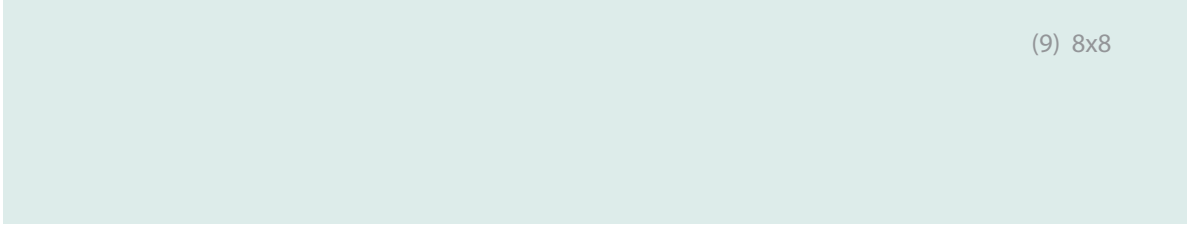
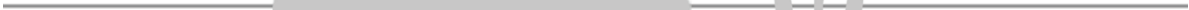
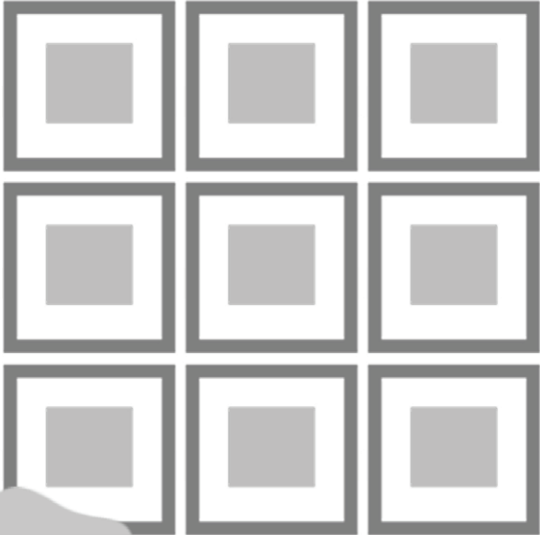
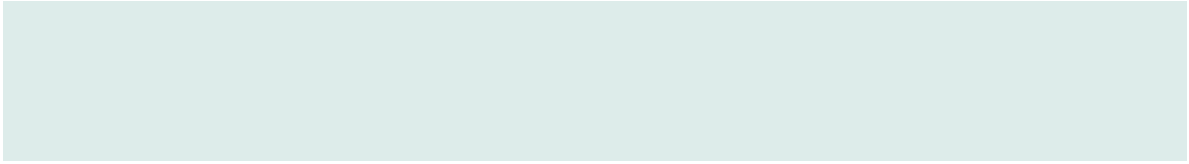


(2) 11x14
(1) 8x10

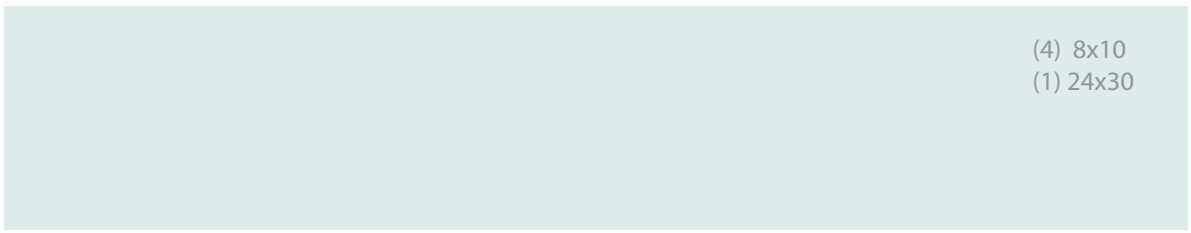
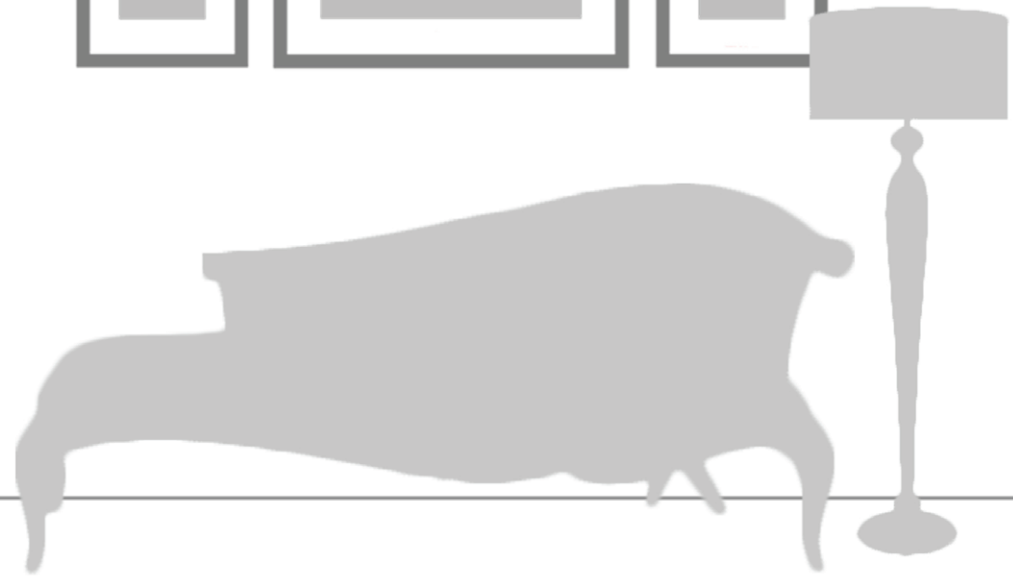
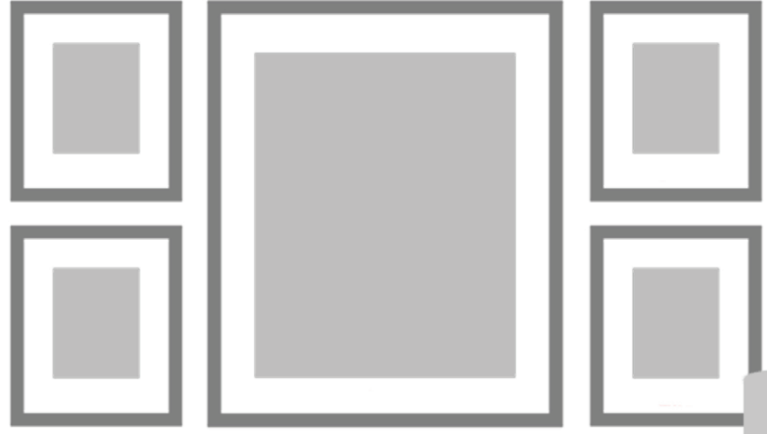
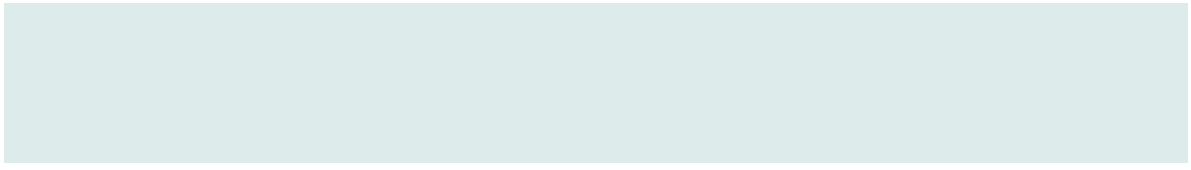


(1) 24x30
(2) 8x10

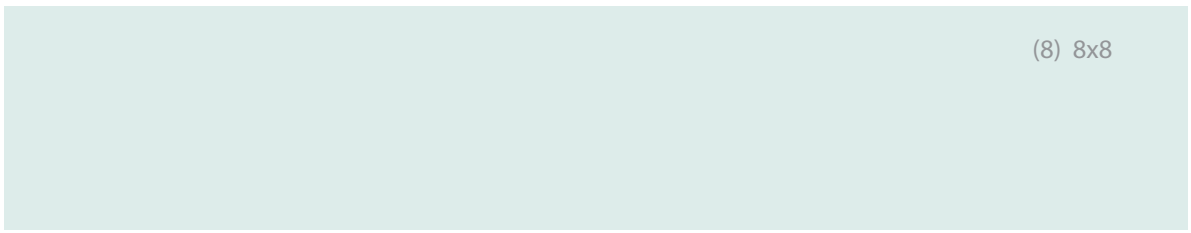
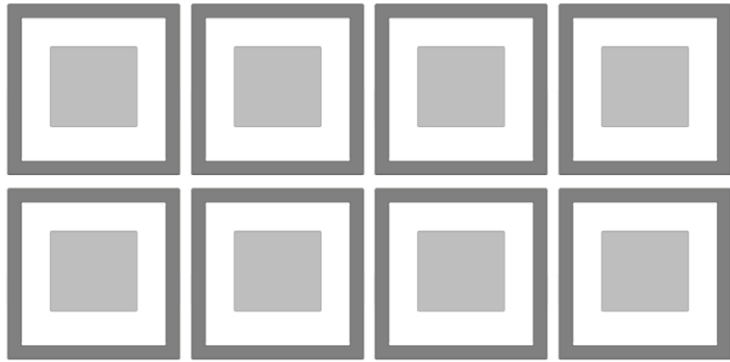
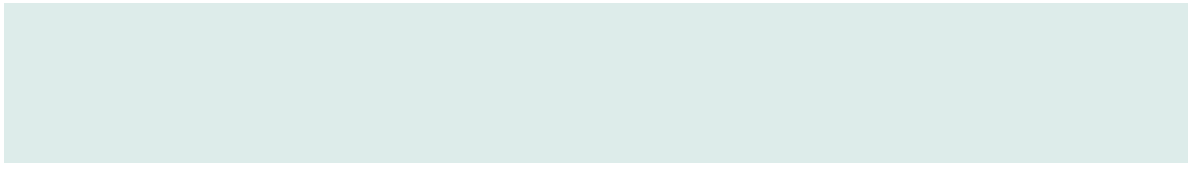




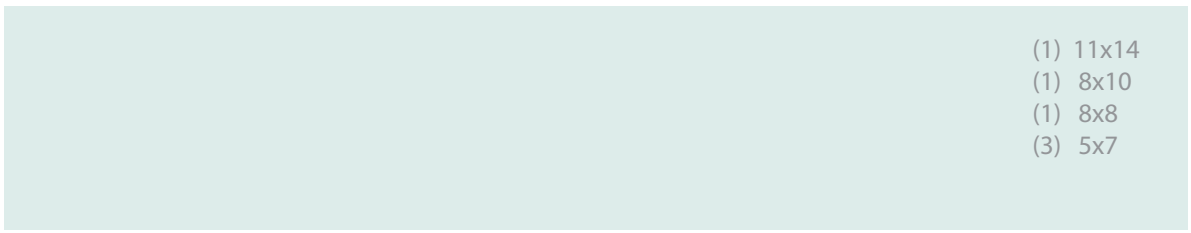
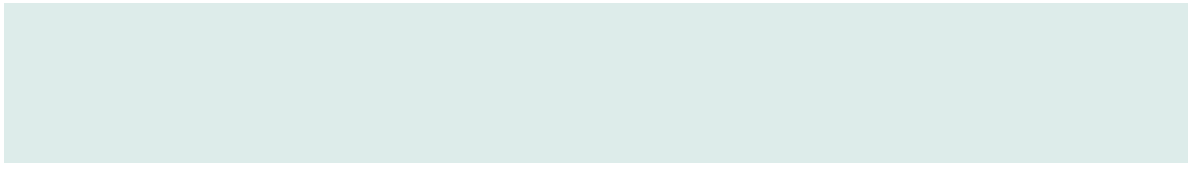
(9) 8x8



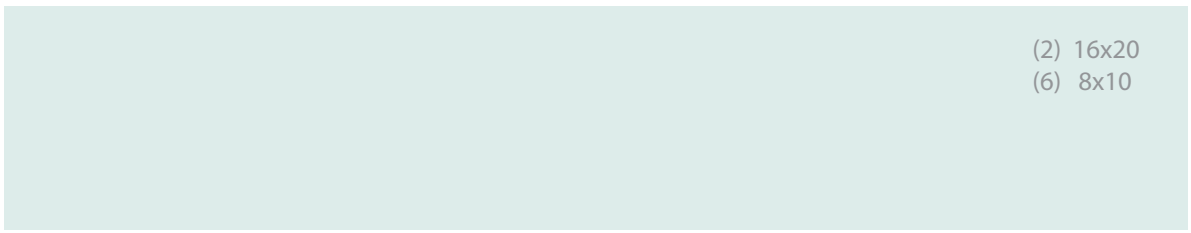
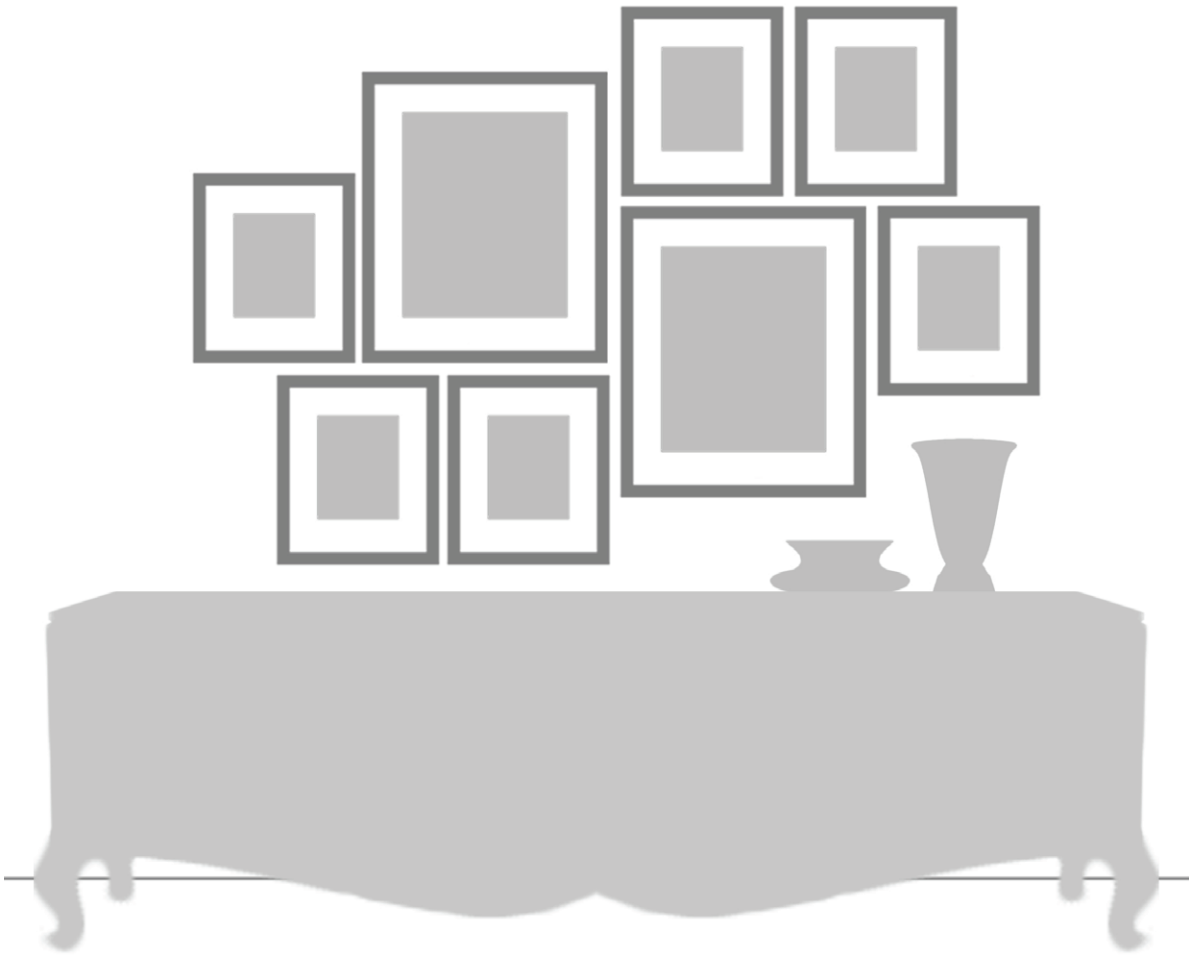
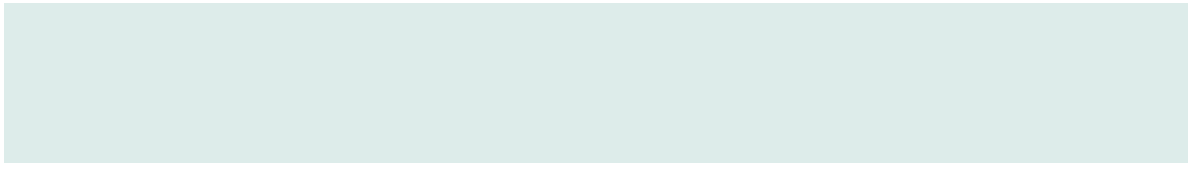
(4) 8x10
(1) 24x30



(8) 8x8



- (1) 11x14
- (1) 8x10
- (1) 8x8
- (3) 5x7



(2) 16x20
(6) 8x10

Policies

1. Session dates are only reserved and guaranteed after the non-refundable session fee is paid.
2. The session fee is a non-refundable retainer. It is due within five days after booking your appointment. If payment is not made when due, the photographer reserves the right to offer the date and time to another client.
3. We accept money orders and checks. Make payable to Diana Liang Photography and send to 1622 Boston Blvd. Lansing, MI 48910. Diana Liang Photography also accepts VISA, MasterCard, and Discover through Paypal.
4. Personal checks returned by the bank, for any reason, will be charged a \$25.00 service charge and all orders will be cancelled if they are not paid in full within three days of notification.
5. There is a travel fee for sessions conducted outside of the 75 mile radius of 48910.
6. Client is responsible for fees related to location choice (parking, admissions, etc.)
7. Online gallery will be available approximately two weeks after the session. Client will be notified when it is available. Gallery will expire in 6 months.
8. Special offers and credits are non cumulative and cannot be applied session fee or digitals
9. Referral credit are cumulative towards full sessions only.
10. In the event of bad weather, the session will be rescheduled to the next available opening. Photographer will attempt to inform the other party of rescheduling 2 hours before session.
11. In the event of personal illness of client or photographer, the session will be rescheduled to the next available opening. Client or photographer must attempt to inform the other party of such illness 48 hours before session.
12. The client hereby grants the photographer the irrevocable and unrestricted right to use and publish photographs of the client or in which the client may be included, for editorial, trade, advertising, and any other purpose and in any manner and medium; to alter the same without restriction; and to copyright the same. The client hereby releases photographer from all claims and liability relating to said photographs.
13. If client does not grant photographer permission to publish photographs there is a \$980 fee.
14. The client understands that by accepting digital images, the photographer is released from any responsibility concerning the print quality and outcomes reproduced by the client.
15. By purchasing digital files, you have the right to exclusively print your images for personal use and do not own the copyright to them. Copyright remains with photographer.
16. Any retouching beyond the basic retouching the photographer does (facial scars, blemishes, eye circles) will be charge a fee of \$50 per hour. This includes removal of logos, backgrounds, change of color, etc.
17. Orders placed after the 2 week deadline acquire a 25% service fee.
18. Prints will be delivered approximately 2-3 weeks after placing your order. Canvases and books may take up to 4-6 weeks. Client will be contacted by phone or e-mail in order to set up a convenient time for products to be picked up or delivered.
19. Due to the custom nature of each session, all sales are final.
20. Client is aware that portraits should be handled with care. Damage incurred as a result of improper handling, framing, or hanging is the responsibility of the client.

