

# ***RICCARDO VIDEO PRODUCTIONS***

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## **PRE-WEDDING INSTRUCTIONS**

CONGRATULATIONS TO YOU AND YOUR SPOUSE. WE HOPE THAT YOUR WEDDING DAY WILL BE EVERYTHING YOU HOPED AND DREAMED IT WOULD BE AND MORE. PLEASE REVIEW THE FOLLOWING PAPERWORK REGARDING YOUR PRE-WEDDING APPOINTMENT WITH RICCARDO STUDIOS.

YOUR NEXT AND LAST APPOINTMENT WITH THE STUDIO SHOULD TAKE PLACE ABOUT 2 MONTHS PRIOR TO YOUR AFFAIR SO THAT WE MAY PROPERLY PLAN YOUR DAY AND MAKE ANY NECESSARY PLAN CHANGES TO TIMES OR LOCATIONS AS NEEDED. WE WILL SET THE SHOOT START TIMES, RE-CONFIRM ADDRESSES, AND PLAN FOR PHOTO SHOTS. THIS IS A CRUCIAL STEP IN ASSURING A QUALITY JOB SO WE ASK THAT YOU GIVE US THE PROPER TIME TO GET CONNECTED WITH YOU ON ALL SUBJECTS.

AT THE TIME OF THIS APPOINTMENT YOU NEED TO PROVIDE US WITH THE FOLLOWING:

- ALL DUE DEPOSITS TOWARDS YOUR VIDEO & PHOTOGRAPHY CONTRACTS
- ALL ADDRESS NOTIFICATION AND DIRECTIONAL CARDS TO SHOOTING LOCATIONS + PERMITS
- A LIST OF GROUPS (FRIENDS & FAMILY MEMBERS) TO BE INCLUDED IN PHOTOGRAPHY UPON ARRIVAL AT RECEPTION
- ANY QUESTIONS OR CONCERNS SHOULD BE DISCUSSED AT THIS TIME.

NOTE: IF A LOVE SCENE IS INCLUDED IN YOUR PACKAGE; IT NEEDS TO BE SCHEDULED 3-5 MONTHS PRIOR TO YOUR WEDDING, SEASONS PERMITTING.

ALL PICTURE MATERIALS FOR INTRODUCTION & ENDING ARE DUE AFTER THE WEDDING DAY. YOU ARE NOT REQUIRED TO PRESENT US WITH THEM AT THIS TIME. ALTHOUGH YOU MAY WANT TO ENQUIRE ABOUT SPECIAL SCREEN PRESENTATION PACKAGES WE HAVE AVAILABLE ON YOUR WEDDING NIGHT THAT WILL ENERGIZE YOUR EVENT AND MAKE IT EVEN MORE ENTERTAINING FOR YOUR GUESTS. PLEASE CALL UPON US FOR ANY QUESTIONS.

SINCERELY,  
JOSEPH JOHN  
RICCARDO STUDIOS

“EXCEPTIONAL COUPLES DESERVE EXCEPTIONAL MEMORIES”