



# BOOKING & PRICING GUIDE MATRIC FAREWELL SESSIONS

*Janine Pretorius*  
Photography



# WELCOME

## First things first...

My studio is based in Monument, Krugersdorp. (My physical address will be shared with you as soon as your booking has been confirmed).

## First of all - Respect!

Please do not book a Matric Farewell session if you are not planning on going through with the session. As a small business owner I spend hours delivering you a service. I also have bills to pay at the end of each month. The moment you make your booking, I add your session to my monthly contribution towards those bills, and if you cancel, I loose out on paying important bills like school fees and food.

If you book your session and I schedule it in my diary, I have to show other clients away. If you cancel your session at the last minute or within 2 to 3 weeks of your booked date, I miss out on a session with someone else that I had to show away because I booked your session. Please be mindful and respect my time, just as I respect your time and you as a client when you make your booking.

Please note that I am a FULL-TIME photographer. I have over 12 years of experience with a qualification in photography. This is not my hobby to fill those extra gaps at the end of the month. Even though this is a small business run by only one person, I still do have expenses, just like any other big or small business.

# WHO AM I?

I am extremely excited to capture your most precious memories!!!

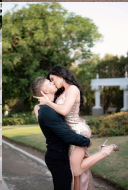
Who is Janine Pretorius Photography?

With over a decade of experience working both sides of a camera (pageantry & modeling) rest assured you will be in capable hands.

My heart is in the story of family connection. I value family, nostalgia, movies, good conversation and love. Believer in the details - in what makes people who they are. I don't think there is anything more interesting than figuring out the tiny quirks of the people you love. I am here for all of that!

Give me the babies who play with their mama's hair for comfort, the wild ones who will never sit still (because I've got one of those too!). and the mamas and daddies in the thick of it. This is it, people.

Time isn't slowing down. I know that for sure. Let's hang onto these moments for as long as we can... and occasionally hang them on our walls. Some days I wish I could just stop time, and soak this all in for as long as possible.



# WHY AM I PAYING SO MUCH?

I pride myself in delivering a high quality end product to you. With matric farewell I take extra care in editing your photos. I skin correct each image, I touch up the eyes and whiten the teeth. A matric farwell is a once in a lifetime occasion, so I want to ensure that when you look at your photos in 5 or 25 years, you will be proud of them and the way you looked. For this reason, I spend extra time on each image to ensure that the image is perfect. Sometimes, 1 image from a matric farewell can take me up to 2 hours.

## VENUES:

Walter Sisulu Botanical Gardens = You are responsible for your own entrance fee. / No travel fee

Kloofendal Nature Reserve = Free entrance / No travel fee

My own little secret spot in Noordheuwel = No Entrance / No travel fee

## PAID VENUES:

You are responsible to make the venue booking and make the payment.

I can however help you with suggestions of stunning venues.

Traveling: If the venue is in Krugersdorp, no traveling fee.

Any areas outside of Krugersdorp = R4.50 per km.

## TIMES:

Please note that I do book up to 3 Matric Farewells per school.

Upon your booking, you need to give me a time. If I am not available at that time, I will give you an alternative time. I do have to work on a first pay, first booked system to make it fair towards the parents/students.

# HOW TO BOOK YOUR SESSION:

Step 1:

Please read through this entire document carefully. (From beginning to end)

Step 2:

Decide on a price option.

Step 3:

Send me a whatsapp at 078 780 0640 with the following details:

Your Name and Surname

The price option that you would like to book

Your preferred date:

An idea or theme that you have in mind.

Lastly and most importantly, your email address:

I will send you an invoice and as soon as you have paid your booking fee, we will start planning your session.





# PRICING 2024:

## STUDENT ONLY OPTIONS:

### OPTION 1:

30 Min Location Session

Includes the following:

30 Digital Edited Images  
Online Gallery

Not included:

Couple Photos  
Family Portraits

**R1000**

### OPTION 2:

1 Hour Session

Includes the following:

50 Digital Images  
Online Gallery

Not included:

Couple Photos  
Family Portraits

**R1400**

# PRICING 2024:

## COUPLE ONLY OPTIONS:

### OPTION 1:

30 Min Location Session

Includes the following:

30 Digital Edited Images

Online Gallery

Individual and Couple Photos

Not included:

Family Portraits

**R1200**

### OPTION 2:

1 Hour Session

Includes the following:

50 Digital Images

Online Gallery

Individual and Couple Photos

Not included:

Family Portraits

**R1800**

# PRICING 2024:

## FULL OPTIONS:

### OPTION 1:

30 Min Location Session

Includes the following:

30 Digital Edited Images

Online Gallery

Individual and Couple Photos

Family Portraits

T&C's:

Family members limited to 5 people.

Only parents and siblings.

Grandparents, Friends and extended family will be charged at an extra rate.

**R2200**

### OPTION 2:

1 Hour Session

Includes the following:

50 Digital Images

Online Gallery

Individual and Couple Photos

Family Portraits

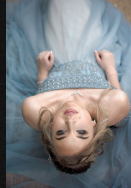
T&C's:

Family members limited to 5 people.

Only parents and siblings.

Grandparents, Friends and extended family will be charged at an extra rate.

**R2500**



# TERMS & CONDITIONS

## New Clients:

Will this be your first booking with me? To offer you the warmest welcome and thank you. You will receive a 10% discount on your first session. When making your booking, please remind me if you don't see your discount on your invoice.

- **Terms & Conditions:** Unfortunately, this discount does not apply to the following sessions: Mini Sessions. Sessions that have already been discounted. Sessions that are currently being run on a special.

But don't worry if you are booking any of the above sessions. You will not lose your discount. Remember to keep your discount voucher for the next time you book a full session with me.

## Business Hours:

Mondays: CLOSED

Tuesdays - Fridays: 9:00 - 13:00

Saturdays and Sundays: I am mostly booked for shoots and weddings so I am working, just not always able to respond to messages.

# TERMS & CONDITIONS

## Client Referral Discount:

For each new client that you refer to me you will receive a R100 off on your next session.

If you refer 10 clients and they all book with me, you can get a R1000 discount on your next session.

Please tell the person who you are referring to me that they need to inform me that they got my details from you, otherwise I won't know who to give the credit to.

The referral credit will only be valid, if the person who you referred, books and pays for their session. If they cancel their session, your referral discount will fall away.

The discount can not be exchanged for the cash value.

Your discounts may only be used by you. You may not give your discount to someone else as a gift or voucher.

## Unedited/RAW Images

As a photographer, I proud myself in the final images that I deliver to you as my client.

I do not under ANY circumstances give out any unedited or Raw images, even if you are a photographer yourself and have the editing programs. I also do not keep or "sell" the unedited images.

# TERMS & CONDITIONS

## Booking fee explained:

I have been asked many times why a booking fee must be paid. Firstly, once you make your booking, you are my ONLY priority for the date and time that you have booked. Sometimes I spent hours or even days planning your session. Looking for the perfect location, looking for outfits or props. Sometimes I spent days creating special props for your session.

In the past, I have booked out a date for a client, a few days later someone else asks me for that date and I have to show them away, then the client who I have kept the date and time for cancels their session. This means that I loose out on an opportunity to make an income.

## When is your booking fee NON-refundable:

If you cancel within 14 days of your session. If I am able to book another client for the date and time that you had originally booked, you will receive a PORTION of your booking fee back. I have to deduct my time planning and chatting to you to make your session a reality.

# TERMS & CONDITIONS

## Booking fee & Contract:

Your session will be confirmed as soon as a 50% booking fee has been received.

I do no longer add any booking to my schedule until I have received the booking fee.

You do not have to print and scan the contract that you will receive, but sign it online only. Please note that I will ONLY start planning your session once you have secured your date with a booking fee. Sometimes, I spend hours and days brainstorming with someone and then a day or two before the session they cancel.

In the case where you have not paid the booking fee, and I book another client in that time slot on your requested date, you will have to look for a new date in your schedule (If I am available on your new date).

Your invoice will be valid for 7 days after making your booking.

## Sneak Preview:

I know that you are super excited to see your gallery and don't want to wait 2 - 4 weeks, for that reason, you can expect a small sneak preview of your session +/- 5 days after your session.



# TERMS & CONDITIONS

## Lead time for full gallery:

I work on a time frame of 2 to 4 weeks, depending on the time of the year. Some months are slower, this meaning you will receive your gallery much sooner. Some months are extremely busy and I can take up to 4 weeks to deliver your images. (Weddings anything from 8 weeks).

I kindly ask that you do not ask me 5 times every day when your gallery will be ready as answering every time takes time away from the time that I can spend on editing your session.

Please remember that in order for me to give you beautiful photos, I need to take the time to sit and edit.

Sometimes, one photo can take up to an hour to edit. I will never give you unedited photos.

## Budget Constraints?

I understand this as a small business owner and mother. I can't give you the full session at a reduced price, but I can work out a special session/package that will suit your budget. Chat to me and let me know about your budget constraints. I am always open to talking!

# TERMS & CONDITIONS

## Late coming:

If you book an hour session from 4 pm to 5 pm, and you only arrive at the session at 4:30 pm, I will not extend your time. I will finish the session at the initial agreed-upon time which will be 5 pm. That means you will only have a 30 min session instead of an hour session and you will still be liable to pay for the full hour session. My time as a photographer doesn't only start when I start photographing, but from the moment when I arrive for your session. Please remember that I book sessions back to back over weekends, and if you are late, I can not extend your time and be late for the next session.

## Social Media Sharing:

As a small business owner, I appreciate every like and share on my social media platforms. By sharing and interacting with me online, you help me to grow my business. Every small business can be so much more successful when that business is shared by word of mouth. My small business relies on your word of mouth, so please help me out to grow and flourish by sharing my posts, and also tagging me in posts that you upload that I have taken.

# THANK YOU

Thank you for taking the time to read through this document!!!

I do hope that you decide to work with me to create magical memories for your little one to remember forever!!!

Contact details:

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Email: [janinepretoriusphotography@gmail.com](mailto:janinepretoriusphotography@gmail.com)