QUOTE & SERVICE AGREEMENT

Benjamin Dwight trading as TDWC Event Media

QUOTE NO: _____ **ISSUE DATE:** _____ **VALID UNTIL:** _____

1. CLIENT & CEREMONY DETAILS

Client / Venue / Organisation: _____	Contact Person: _____
Email: _____	Phone: _____
Ceremony Date: _____	Ceremony Venue: _____
Venue Address: _____	Service Window: _____ to _____
Authorised Representative: _____	Recording Recipient: _____

2. CEREMONY PRICING SUMMARY

DESCRIPTION	RATE / BASIS	AMOUNT
Ceremony recording - first 2-hour Service Window	$700	$_____
Ceremony livestreaming - first 2-hour Service Window	$700	$_____
Ceremony combined recording + livestreaming - first 2 hours	$1,350	$_____
Recording - each additional hour	$250/hr; $125/30 min	$_____
Livestreaming - each additional hour	$300/hr; $150/30 min	$_____
Combined - each additional hour	$500/hr; $250/30 min	$_____
4K local recording surcharge	+75% recording component	$_____
Required attendance outside included setup / pack-down	$60/hr; $30/30 min	$_____
Travel / parking / storage / other	As quoted and agreed	$_____
TOTAL AGREED PRICE (AUD)	As confirmed	$_____

Service selection: [ ] Recording [ ] Livestreaming [ ] Combined [ ] 1080p [ ] 4K local recording

Booking channel: [ ] Direct TDWC booking [ ] Venue-resold booking (venue is the contracting purchaser)

For venue-resold bookings, this agreement records the TDWC-to-venue fee and scope only. The venue determines its separate customer retail price. Do not send this completed supplier quotation to the couple.

PAYMENT: 25% booking deposit; remaining 75% due seven calendar days before the event. Within seven days, full payment is required. TDWC is not currently registered for GST.

3. NATURE AND BOUNDARIES OF THE SERVICE

TDWC Event Media (Benjamin Dwight trading as TDWC Event Media, ABN 31 537 560 757) will provide the selected service for the agreed ce subject to final booking acceptance, venue feasibility and these terms. “Contracting Client” means the person or venue named on nd responsible for the agreed TDWC fees. “Event Contact” means the couple, family member or authorised coordinator named for l event decisions; that person does not owe TDWC fees merely by being listed.

What is included

• One discreet operator and suitable professional equipment, with Full HD 1080p as the standard local recording quality, where recording is selected.

• Up to two consecutive hours of booked Service Window; up to 30 minutes before for setup and 30 minutes after for pack-down, subject to reasonable access.

• For livestreaming, operation of the agreed platform and a reasonable pre-event technical check. Stream resolution depends on the platform, internet and agreed equipment.

• For ceremony recording and combined services, a Ceremony Finish Edit: sensible start/end trims; removal of setup/pack-down; basic audio balancing and colour/exposure adjustments where needed; simple title(s); limited unwanted-section removal; one round of minor corrections.



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• Suitable digital delivery of the agreed recording where recording is selected. Delivery and retention periods are explained in section 9.

What is not included unless separately quoted

Cinematic wedding filmmaking; roaming or continuous multi-angle coverage; bridal preparation; reception coverage; creative highlight films; music montage; photography; complex graphics; extensive audio restoration; dedicated audio engineering; professional stage lighting; an additional operator; or a delivered recording for a livestream-only purchase. Other events or extended coverage require a new written quotation.

4. CEREMONY FILMING APPROACH

Wedding livestreaming is TDWC's principal ceremony offering. Recording-only wedding work is offered when TDWC accepts the brief and confirms that fixed-position or limited-movement documentation is appropriate. Recording and combined services are documentary coverage, not a cinematic wedding-film package. The equipment and operator will be positioned discreetly and within reasonable venue and celebrant restrictions. A clear, uninterrupted view of every moment cannot be guaranteed if people or objects obstruct the agreed camera position.

5. BOOKED TIME, EXTENSIONS AND ACCESS

The Service Window is the continuous period for which TDWC is booked and operationally available, including delays, breaks and pauses. Standard ceremony fees cover the first two hours. Additional service time is charged in commenced 30-minute increments: recording $125 per 30 minutes ($250/hour), livestreaming $150 per 30 minutes ($300/hour), combined $250 per 30 minutes ($500/hour). Extensions must be agreed in writing before the event or expressly approved by TDWC during the event, subject to availability. Standard setup up to 30 minutes before and pack-down up to 30 minutes after are included. Additional client/venue-required attendance outside these periods is $30 per commenced half-hour ($60/hour) and does not include additional recording or livestreaming. A venue's retail price or package designation does not expand TDWC's agreed scope.

6. CHANGES TO THE BRIEF

Only the Contracting Client or a named Authorised Representative may approve chargeable changes. TDWC will explain additional fees before proceeding where practical. Material changes to location, ceremony format, duration, audio, platform, 4K requirements or coverage may change price or feasibility. TDWC may decline an unworkable change without treating it as cancellation of the originally agreed service.

7. WORKING ARRANGEMENTS AND RESPONSIBILITIES

TDWC will

• Attend at the agreed access time, set up and test suitable equipment, use reasonable care and skill, and use practical video/audio redundancy when reasonably available.

• Communicate material technical issues promptly, protect confidential materials appropriately, and respect venue safety directions that are reasonable and notified in advance.

The Contracting Client / event organiser will

• Provide an accurate run sheet, ceremony order, names and key details no later than seven calendar days before the event where reasonably available; communicate later changes promptly.

• Arrange necessary venue and celebrant approvals, reasonable camera sightlines, stable power where required, access and loading arrangements, and appropriate notification/permissions for recording or streaming where required by law.

• Coordinate with the venue, celebrant, photographers and performers so the booked coverage is practical and safe. Fees for unannounced venue restrictions or exceptional requirements may need a separate written quote.

Venue and audio provider will (where applicable)

• Provide a competent operator responsible for house microphones, microphone placement, sound reinforcement and mixing where a venue/third-party PA is used, plus an agreed accessible audio feed for TDWC; TDWC operates its own recording/livestream capture, not the house mixing desk.

• Disclose venue restrictions, electrical/network access limits, supplied feed type, technical-contact details and unsuitable filming conditions before final confirmation.

If no suitable PA feed is provided, TDWC can use an agreed independent microphone arrangement where appropriate. That is not equivalent to operating the venue PA or guaranteeing a clean feed from every participant. If a venue is not itself the Contracting Client, these requirements must be coordinated by the



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Contracting Client and confirmed with the venue.

8. INTERNET, AUDIO AND PHYSICAL CONDITIONS

A livestream depends on suitable stable connectivity, power, third-party platform availability and correct access details. A venue-supplied wired internet connection is preferable, with mobile fallback where available and separately agreed. TDWC cannot guarantee venue internet, cellular reception or a third-party platform, but will use reasonable care in its own setup. A local recording will continue independently if selected and technically possible. If feasibility testing reveals that livestreaming cannot reasonably be supplied, the parties will discuss an alternative and a fair price adjustment or cancellation/refund, subject to law and services already properly provided.

Lighting, weather, acoustics, décor, guest movement, camera restrictions and other circumstances may affect coverage. TDWC may reposition or pause equipment where reasonably necessary for safety. Outdoor filming may be suspended in dangerous weather. Neither technical uncertainty nor third-party failure removes rights that cannot be excluded under Australian Consumer Law.

9. BOOKING AND PAYMENT

A booking is confirmed only after TDWC's written acceptance, agreement on service/window and receipt of the 25% booking payment. The remaining 75% is due seven calendar days before the event. Bookings accepted within seven calendar days are payable in full when confirmed. If the venue is the Contracting Client, the venue is responsible for payment to TDWC on these dates regardless of whether its customer has paid the venue. TDWC does not collect the venue's retail markup.

TDWC may give written notice of overdue payment and a reasonable opportunity to remedy it. Where payment remains outstanding, TDWC may reasonably pause preparatory work or decline to commence unpaid work, subject to applicable law, any consumer rights and the circumstances of the delay. No unilateral extra fees apply without prior agreement.

10. CANCELLATION, POSTPONEMENT AND OTHER INTERRUPTION

Notice of cancellation or postponement should be given in writing as soon as practicable. The following is TDWC's v2.3 commercial cancellation framework, but any amount retained or charged is limited to an amount lawfully recoverable that reasonably reflects the actual or likely net loss, preparation and committed non-recoverable costs, taking reasonable steps to reduce loss and considering any replacement booking. The figures below are ceilings, not automatic penalties or a removal of consumer rights:

Work begins for this purpose when TDWC arrives at the agreed venue/access time and starts setup or other required work. If dates are moved, the existing booking does not automatically transfer: a single transfer of amounts paid may be agreed in writing subject to TDWC availability and any reasonable, disclosed difference in cost.

Serious illness, emergency, unsafe conditions, venue closure or other circumstances beyond the parties' reasonable control will be considered fairly, including rescheduling, the work actually supplied, unavoidable expenses and refunds required by law. If TDWC must cancel for reasons within its reasonable control, the parties will seek a reasonable replacement or refund for undelivered services, without limiting statutory remedies. Any refund is to the party who paid TDWC; where a venue resells, the venue separately manages refunds owed to its own customer.

11. DELIVERABLES, EDITING AND FILE HANDLING

For recording or combined coverage, TDWC ordinarily supplies the completed Ceremony Finish Edit within 14 calendar days after the event, once reasonably necessary client information has been provided. Where raw or unedited footage is separately agreed instead, delivery is ordinarily within seven calendar days. TDWC will advise of material delay. Delivery is normally by digital download; unusually large files, client-provided storage or physical media may be arranged and charged as quoted. The recipient is responsible for downloading and backing up files. Unless a longer period is purchased, TDWC may delete original and backup event files after 30 calendar days following successful delivery.

The Ceremony Finish Edit covers only the work described in section 3 Additional titles, music arrangements, extensive reconstruction, re-editing and additional revisions are charged only after a separate written quotation. Unless agreed otherwise, the client receives one round of minor corrections on the included edit.

12. COPYRIGHT, PRIVACY AND PERMISSIONS

Upon payment in full, TDWC gives the Contracting Client a perpetual, non-exclusive right to use, copy, share and distribute delivered ceremony footage for lawful personal or agreed organisational purposes. Where a venue is the Contracting Client, it is authorised to provide the completed files and an equivalent personal-use licence to the couple or family; it must not restrict the end customer's agreed use in a way inconsistent with its sale. Copyright in footage produced by TDWC remains with TDWC unless separately assigned in writing.



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The Contracting Client will coordinate venue filming permission, attendee notification where appropriate, and other permissions reasonably necessary for filming, recording, livestreaming or publication, including consideration of children and sensitive ceremonies. A couple/family acknowledgment does not constitute consent on behalf of all guests or performers. The Client and venue must not instruct TDWC to infringe music, performance or other rights; platform muting or blocking of unlicensed music may occur. TDWC will not publish recognisable event footage, client branding or personal information for its own marketing without specific written permission. A refusal of promotional permission does not affect the service price.

PROMOTIONAL USE: ■ No permission to use event footage for TDWC promotion ■ Permission only for separately identified excerpts, subject to written approval.

13. TECHNICAL FAILURE, REMEDIES AND LIABILITY

TDWC will exercise reasonable care and skill, and will take practical steps to resolve issues within its control. If a component of the selected service is materially affected, potential remedies include use of backup files, reasonable correction, re-supply where practical, or an appropriate price reduction or refund for the affected service. A problem with one component of a combined service does not automatically mean the other component failed. Remedies depend on circumstances and all applicable Australian Consumer Law rights remain available.

Nothing in this agreement excludes, restricts or modifies a consumer guarantee or other right or remedy that cannot lawfully be excluded. To the extent permitted by law, neither party is responsible for remote or unforeseeable losses outside its reasonable control. This provision does not remove liability for TDWC's failure to exercise due care and skill.

14. HOW DISAGREEMENTS ARE HANDLED

The parties agree to raise concerns promptly and give one another a reasonable opportunity to investigate and propose a solution. Written notices should be sent to the email addresses on page 1 (for TDWC: benjamin@tdwceventmedia.com). This does not prevent either party using consumer protection, regulatory, tribunal or court remedies available under law. The laws of Victoria and applicable Commonwealth law govern this agreement.

15. VENUE-RESELLER BOOKINGS: IMPORTANT DIVISION OF ROLES

This section applies only if "Venue reseller booking" is selected on page 1 and the venue has signed or agreed to applicable separate venue partnership terms. It is not itself a master venue partnership agreement.

16. CHECKS BEFORE SIGNING

■ The ceremony date, type, two-hour window and access times are correct.

■ The service selected is livestreaming, recording, or combined (not assumed).

■ Fixed-position documentary style, relevant camera/celebrant restrictions and included editing are understood.

■ Internet, PA/audio, power, parking, venue access, run sheet and the technical contact are agreed or clearly subject to review.

■ Total TDWC fee, payment dates, upgrades and approved extra charges are clear.

■ Cancellation terms and mandatory Australian Consumer Law protections have been read.

17. ACCEPTANCE AND SIGNATURES

By signing, the Contracting Client confirms authority to book the service, accepts these terms and authorises the agreed services. This agreement takes effect when accepted by TDWC, subject to payment and any stated technical feasibility requirements. Any change should be recorded in writing and agreed by both parties.

CANCELLATION SUMMARY (subject to full terms and applicable law)

More than 30 days prior	Refund event-service payments, less reasonable, approved and genuinely non-recoverable event-specific costs.
8–30 days prior	Up to 25% of the TDWC service fee, plus genuine approved third-party costs, only to the extent lawful and reasonably justified.
7 days or fewer, before work starts	Up to 75% of the TDWC service fee, including the initial 25%, subject to a lawful and reasonable assessment of loss.
Once work has begun	Where cancellation or shortening is within the organiser's or venue's reasonable control, up to the full booked fee may be payable to the extent lawfully justified by work completed and reasonable net loss.

16. CLIENT SERVICE SCOPE ACKNOWLEDGEMENT

Purpose

The acknowledgement below is incorporated into this Quote & Service Agreement. It confirms the scope explained to the couple, family or other end customer. It does not make that person responsible for TDWC supplier fees when the venue is the Contracting Client.

Selected service and time

The Contracting Client confirms the service selected on page 1 (recording, livestreaming or combined), ceremony date, venue, start and finish times, any approved extension, and any separately quoted 4K or other upgrade have been accurately explained to the end customer.

Coverage style and deliverables

The service uses one discreet operator, primarily fixed-position or limited-movement documentary coverage. It is not cinematic wedding filmmaking. Recording and combined packages include the Ceremony Finish Edit described in section 3. Livestream-only bookings do not include delivery of a completed recording unless separately agreed.

Technical and venue conditions

The end customer has been informed that livestreaming depends on suitable internet, platform and power; venue sound and microphone arrangements require an agreed audio feed and competent venue/third-party operator where applicable; and sightlines, restrictions, weather and attendee movement may affect coverage. Applicable Australian Consumer Law rights are not excluded.

Permissions, privacy and delivery

The end customer has been informed about necessary recording/livestream permissions and attendee notifications, the agreed delivery recipient, ordinary digital delivery, the 30-day post-delivery retention period, and the separate requirement for promotional-use permission.

Direct booking acknowledgement

Where the end customer is the Contracting Client, signing section 17 confirms they received and understood the above information and the full agreement.

Venue-resold booking acknowledgement

Where a venue is the Contracting Client, the venue confirms it has provided the end customer with an accurate scope description and obtained a recorded acknowledgement through its own booking process before confirming the TDWC service. The venue retains evidence of that acknowledgement and supplies it to TDWC on reasonable request. The venue remains solely responsible for the TDWC supplier fee and its own customer retail terms.

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VENUE-RESELLER ROLE SUMMARY

CONTRACTING CLIENT	The venue purchases TDWC's defined technical service and pays TDWC the agreed supplier fee. Venue pricing to its customer is separate.
RETAIL CUSTOMER	The couple/family contracts with the venue for the venue's advertised or quoted retail offering. The venue handles its own taxes, invoices, retail payment collection, customer refunds, and accurate descriptions.
OPERATIONS	TDWC performs only the agreed recording/livestream technical scope. The venue provides agreed access, facilities and competent PA/audio personnel if a house feed is required.
CUSTOMER INFORMATION	The venue supplies the couple/family with TDWC's separate Client Service Scope Acknowledgement before confirmation and ensures accurate service expectations. That form must not include confidential supplier fees.
CHANGES	The venue alone may approve chargeable work on a reseller booking, unless an authorised person has been nominated in writing by the venue.
BRANDING	The venue may describe TDWC accurately as its preferred media partner if agreed, but must not describe services as TDWC-guaranteed, cinematic, exclusive or "in-house" without written authority.

SIGNATURES / WRITTEN ACCEPTANCE

CONTRACTING CLIENT / VENUE	TDWC EVENT MEDIA
Name: _____	Benjamin Dwight, proprietor
Position (if business): _____	ABN: 31 537 560 757
Signature: _____	Signature: _____
Date: _____	Date: _____