

Event Photography Quotation

From:

Company Name
Address Line 1
Address Line 2

Phone:**Email:****To:**

Client Name
Company (if applicable)
Address Line 1
Address Line 2

Phone:**Email:****Date:** _____**Quotation Number:** _____**Event Details**

Event Name	_____
Date & Time	_____
Venue	_____
Estimated Duration	_____
No. of Guests	_____

Quotation

Description	Unit	Qty	Unit Price	Amount
Event Photography (hours)	Hour	—	—	—
Photographer(s)	Person	—	—	—
Photo Editing	Set	—	—	—
Other Services				

Subtotal	—
Tax/VAT (%)	—
Total Amount	—

Terms & Conditions

- Quotation valid until: _____
- Payment terms: _____
- Booking confirmation upon deposit: _____
- Cancellation policy: _____
- Deliverables: _____

Authorized Signature (Photographer)

Name: _____
Date: _____

Client Signature

Name:
Date: