



Man With A Camera Photography

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Event Photography Brief

Date

Project

Location

Contact Name & Number

Summary

Here you detail the nature of the event, the reason for holding it, theme, style of function eg. cocktail reception, conference, corporate portrait, etc.

Requirements

Here you list what needs to be photographed. Create a shot list if you have specific needs

Timings

What time do you require the photographer on site to set up or for briefing? List the start time for shooting as well as a wrap time and any breaks.

Any other details

List anything else that you think the photographer may find useful.