

vancouver headshots™ Inc.

PREPARATION FOR YOUR HEADSHOT PHOTO SHOOT:

Thank you for booking your headshot photo shoot with us, we appreciate your business! Here are some helpful notes for your photo session with us. Please arrive 5-10 minutes early as we usually have back-to-back clients booked. **IF YOU ARE SICK PLEASE LET US KNOW AND RESCHEDULE 24-48 hours in advance!**

COVID-19 & YOUR PHOTO SHOOT

1. You Must Read Our Covid 19 Info Page

<https://www.vancouverheadshotphotographer.ca/docs/vancouver-headshots-inc-covid19-safety-guide.pdf>

2. Important Things to Bring & Know:

- Your wardrobe must be freshly washed, dried and steamed / ironed (no dirty laundry allowed, to reduce possible spread of virus)
- Lint Roller
- Hair Brushes
- Hand Sanitizer
- Lip Balm
- Hair and Makeup Supplies i.e. hair spray, foundation, mascara etc. (only if YOU DO NOT have our Professional Hair & Makeup Stylist booked for your session)
- If you are bringing your child to a photo shoot, we would like you to bring and wear a mask if you have one
- **NO CASH PAYMENTS**
- **ONLY YOU CAN ATTEND YOUR PHOTO SHOOT**, unless a minor is coming - then they can be accompanied by ONE PARENT/GUARDIAN. We have a small studio and need to keep the occupancy low to maintain social distancing
- Be mindful of 6 feet social distancing at all times
- Try not to touch the elevator buttons and door handles when entering our building and coming up to our studio. Use your elbow/arm.

PARKING

We have a visitor parking lot in the back of our building (alley entrance). You must go through the alley behind the building to get to it. We are in *The Artiste Building at 2050 Scotia Street* - that is just off of Main St. and 5th Ave. Our Buzzer number is 168 and our Suite number is 507 on the 5th floor. This info is also on our Contact Page on our website www.vancouverheadshotphotographer.ca

WARDROBE

Wardrobe is extremely important for your photo shoot! We do on average 4-6 looks / wardrobe changes, but bring more than that so we have options to choose the best from. The more you bring for options the better. Unless you're doing our **Two Look Photo Shoot** where we are only shooting two wardrobe changes, bring maybe 3 or 4 options to choose from. Please make sure your clothes are washed and ironed! We do have a clothing steamer and will steam your wardrobe to get out any wrinkles from packing or travelling.

WARDROBE DONT'S

- NO STAINS - clean wardrobe only
- No Logos, Graphics or Busy Patterns. Solid colours work best
- No neon or bright reflective clothing
- Shirts that are SEE THROUGH
- BULKY CLOTHING
- Transitional glasses, make sure they are a regular lens or just bring frames with no lens
- Don't just bring blacks, greys and whites! You need colour too!

ACTORS

The best place to get character wardrobe ideas for your acting headshots is by watching your favourite TV Shows/Movies and researching what lead roles wear. Especially the type of characters you are trying to brand yourself as playing. Bring clothes you feel good in and colours/styles you love to wear. Bring us plenty of options to do a wardrobe consult with you and pick out the best looks/outfits. If you need more help, have a look through our headshot galleries and see what works.

Think about the character types that you will be going to auditions and cast for and match the wardrobe for those character type looks. If you have an agent please talk to them about looks that they may want done during this headshot session.

EXAMPLES OF POPULAR CHARACTER LOOKS TO WEAR WARDROBE FOR

Girl next door, nice guy, tough guy/girl, punk, jock, nerd, cute girl, sexy/hot girl, hot guy, business man, college guy/girl, gangster, doctor, nurse, lawyer, cop, security guard, sci-fi, mom, dad, grandma, grandpa, uncle/aunt, best friend etc. (discuss with your talent agent!): Please bring solid coloured tops, from dark tones to bright tones (black, grey, blue, pink, green, red, grey, orange etc.). A variety of different styled top such as button up shirts, dress shirts, t-shirts, tank tops, one piece dresses. **No logos or busy patterns or graphics.**

Women: PLEASE make sure you bring proper matching undergarments, this is to avoid seeing the colour of the bra through your top (many tops these days are very sheer - for example a client brings a white shirt but only has a pink bra, make sure you bring undergarments that don't see through the top that your wearing!!!).

So it's good to bring a black, white and nude bra if you have.

Jackets: Jackets are great for looks such as a sports jacket, suit jacket, leather jackets, jean jackets etc. Again, solid colours i.e. black brown and navy.

Bottoms: A pair of jeans can be worn for the shoot as we only shoot as low as the belt line. No need to bring a variety of shoes.

HAIR AND MAKEUP

If you are not having your hair or makeup done professionally by our staff, please make sure you keep it natural, easy on the eye liner and eye shadow. Use a good foundation and **NO BRONZER!** Keep your lipstick of a light or medium tone, nothing too bright or crazy! We have a variety of hair sprays at our studio for touch ups.

GUYS & SHAVING

Guys you are more than welcome to bring your shave kit if you want to do a facial hair look then shave for a cleaner cut look.

WE HAVE A STEAMER AT OUR STUDIO so don't worry if your clothes get wrinkled in your bag or suitcase.

PAYMENT METHODS

We accept everything **BUT DEBIT!** We take Visa, MasterCard, AMEX, Cheque and Cash. GST applies to all of our photo packages. Payment is made at the end of your photo shoot session.

WASHROOM & KITCHEN

We have a full service washroom and kitchen for your comfort! Coffee, tea and water is also available.

PET ALLERGIES

We have a studio cat, so if your allergic please take an antihistamine before coming, we keep the studio very clean and we do not have carpet!!!

YOUR PHOTOS

- All unedited photos will be sent to you via a viewing gallery link to select the ones you wish to have edited
- Your edited selections will be sent back to you for downloading in both low resolution for web use and high resolution for print use
- Extra Edits are \$50 for two images and \$75 for 4
- All Images in High Resolution Unedited \$125

CANCELLATION POLICY/BOOKING DEPOSITS/RESCHEDULING

All appointments require a booking deposit of \$50 that will be taken off your final invoice total. We require at least 72 hours notice of cancellation, if less notice is given there is a mandatory \$50 Fee. We require 72 hours for appointments that have requested to be rescheduled otherwise there is a \$50 fee. **Booking deposits are non-refundable.**

REFUND POLICY

We do not issue refunds for hair and makeup and for photo shoots where you can't find 2-4 images that you like for editing refunds of 50% can be given. Refunds must be asked for within 2 weeks of receiving your photos. Refunds will not be issued after photo selections have been made and edited. Refunds are not issued based on your talent agents opinion of the photo shoot.

Thanks and we will see you the day of your photo shoot!

The Staff at Ian Redd Headshots Photography Studio

507-2050 Scotia Street Buzz 168 The Artiste Building Vancouver BC

www.vancouverheadshots.ca

778.919.4622

ianreddphotography@gmail.com