

PORTRAIT INFORMATION GUIDE



**Captivating
Images, LLC**
Portrait Studio

214-265-0850
ciportraitstudio.com



“GOOD ENOUGH” IS NOT ENOUGH AT
CAPTIVATING IMAGES.

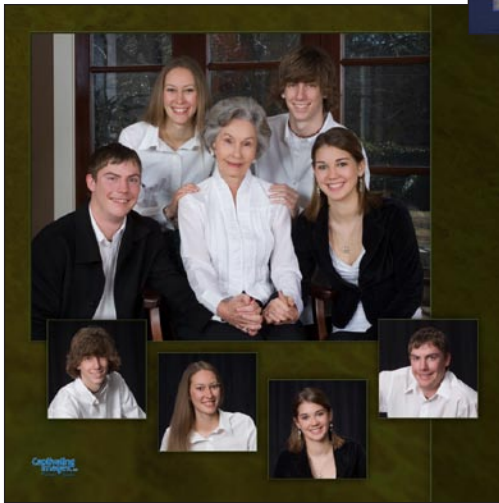
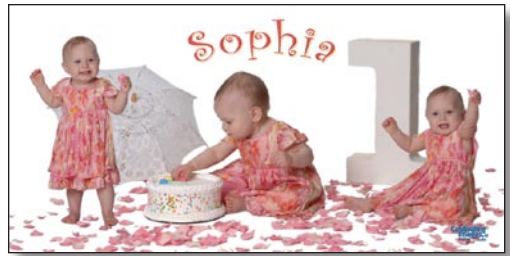
Captivating Images is located in the heart of Dallas, in Preston Hollow near Inwood Road and Walnut Hill Lane. We specialize in portraiture of families, children and high school seniors and are proud to provide the finest portraits available. Our combination of creative photography and superior portrait quality is what makes our work stand out as something above the ordinary. We have numerous studio backgrounds, props, and a one acre, on-site outdoor portrait garden to give you the indoor or outdoor looks that will make your portraits unique.

Our goal is to create portraits that truly reflect the love and joy of your family. You deserve the very best and our staff uses cutting edge technology with classic techniques to produce archival, museum quality portraits.

If for any reason, you are not satisfied with your portraits, we will remake your portraits or re-shoot your portrait session at no additional expense to you. If you are still not satisfied, you will receive a full refund.

A SAMPLE OF OUR PORTRAIT PRODUCTS

Composites



Deluxe Portrait Album



Portrait Books

This brochure was designed to help you plan your session so you look your best, feel comfortable during your session, and get the portraits you want. There are a lot of great tips in here on how to make your session go smoothly. If you have any questions, feel free to call or e-mail us. You will find all of our contact information on the back of this booklet. Thank you again for choosing Captivating Images Portrait Studio and we look forward to seeing you soon!

How to get the portraits you want We recommend that you come in for a portrait consultation prior to your session. We will discuss clothing color, portrait style (casual or dressy), studio vs. garden sessions, and so on. The more we know about what you like, the better able we are to create portraits that reflect who you are. If it is inconvenient for you to come in person, we will be happy to consult with you over the phone.

If there are young children in your family, we ask that you not “coach” them about smiling. If you encourage them to practice their smiles before the session or tell them to smile during the session, we are more likely to get the dreaded “fake smiles”. We will work with your children to capture their natural expressions.

Can I photograph my family and do individual portraits of my children in the same session? We will certainly try. We have learned from experience that doing an extended session with small children can be challenging. Their attention span is so short that they may not last long enough. Occasionally it is necessary to schedule a time dedicated only to the children in order for us to produce premium quality portraits; however, we will do our best to accommodate you. If you are interested in multiple groupings, please let us know in advance so we can schedule more time.

Plan on arriving early Be sure to give yourself plenty of time to get here - you don't want to be rushed. Plan on arriving 10-15 minutes before your session so you can get set up in the dressing room, check your hair and change clothes, if needed.

What You Should Wear: We want to create portraits that you will be proud to display in your home for years to come. The following tips will help you get beautiful portraits your family will cherish forever.

Clothing color and style Solid colors always look best in portraits. Stripes, patterns and prints can be distracting.

Make sure everyone is wearing similar style clothing for your session. It doesn't matter whether you are wearing suits and cocktail attire, or jeans and t-shirts. Don't mix casual and dressy outfits.

Clothing color should be either primarily light or medium to dark. Similar tones and colors give a more harmonious look to a portrait. This keeps the attention focused on the faces, not the clothing. You don't have to wear matching outfits but similar colors tend to be less distracting to the eye. Avoid strong contrast between the top and bottom of your outfit or between two or more outfits in your group.

Difficult clothing to photograph Very short skirts and shorts or clothing that is too tight *will limit* the kinds of poses we are able to do.

Looking thinner Tank tops or sleeveless outfits can make upper arms look heavier. Darker colors are more slimming than white or other light colors. For some problem areas, it is possible that "Body Sculpting" may be the answer. Body Sculpting is an artwork option that is available for an additional charge.

Don't forget your feet Feet will show in some of the poses, so make sure that shoes and socks coordinate with your outfits. Bare feet, however, look great in casual portraits. White tennis shoes may be distracting, so we recommend leather deck shoes, loafers or sandals, or bare feet. Generally, flip flops should be avoided.

Remember your accessories As you plan your wardrobe for your session, don't forget about jewelry, hats, belts, shoes, etc.

Braces Don't be self-conscious about smiling! A beautiful, natural smile is always preferred. If needed, braces can be removed in your portraits for an additional charge.

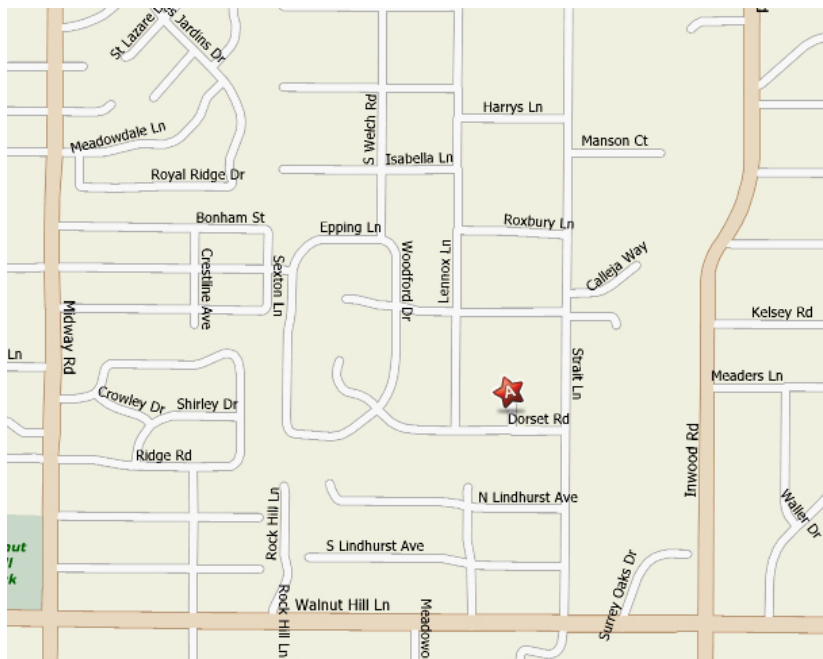
Glare If you wear glasses all the time, you'll probably want to wear them for your portraits. We do our best to avoid glass glare, but sometimes there's just not much we can do. If you wear glasses, keep in mind that removing glass glare from your portraits may require additional artwork. Sometimes your optician can remove your lenses for you or provide you with empty frames for the session. Watches and some other types of jewelry can also cause glare. We may have you remove these items if it is a problem.

Retouching We could all use a little help now and then. All of our portraits include retouching to remove blemishes and soften lines.



Here is a map to our studio.

There is also a map on our website - www.ciportraitstudio.com.



If you need further directions or if we can answer any questions for you, call the studio at 214-265-0850 or you can email us at info@ciportraitstudio.com.

Policies and Terms

Sessions Full payment of your session fee is required to reserve your session appointment time. We accept Mastercard, Visa and Discover. If you are paying for your session by check, it must be received within four business days after calling to schedule your session. If for some reason you have not already paid for your session, please make arrangements to do so as soon as possible. We can not hold your session time without payment.

Presentation & Ordering Your Presentation & Ordering appointment will take place about a week after your session. If you have not scheduled this appointment, please call the studio to schedule it as soon as possible. Our appointment times fill up quickly and we want to make sure you don't have to wait to see your portraits! It is very important to make sure that any and all decision makers are present at the Presentation & Ordering appointment since you will be placing your portrait order and paying for it that day. We only schedule one presentation per session, but if necessary, an additional presentation appointment is available for \$30. Portrait orders are paid in full when the order is placed. No part of any portrait order will be delivered without full payment.

Rescheduling At Captivating Images, we work by appointment only -- setting aside special, uninterrupted time for our clients. If you need to reschedule or cancel an appointment, please be courteous and contact us at least two days prior to the appointment. Cancelling or rescheduling an appointment after that, or missing an appointment will result in a \$30 re-scheduling fee. If you cancel your portrait session appointment and do not reschedule within three months of the original session date, your session fee will be forfeited.

Framing We offer a wide variety of custom and ready-made framing options carefully chosen to compliment our portrait styles. If you are interested in a frame for your wall portrait, we will be happy to assist you with your selection. All of our framing is done in house.

Delivery Your portraits will be ready approximately 3 weeks after you place your order. We will call to let you know they are ready and to set a time for you to pick them up. No part of any portrait order will be delivered without full payment. Prices are subject to change without notice.

Copyright In 1976, the Federal Government passed a law making it illegal to copy materials protected by copyright, including professional photography. This enables our profession to grow and provide better images for those who appreciate fine portraits.

Captivating Images invests heavily in training, education, and equipment to provide you with the highest quality photography. The quality found in each of your portraits cannot be duplicated or copied without loss of sharpness, color, and clarity. Such a loss would reflect poorly on the reputation of our studio, sometimes at a higher price than we charge. Captivating Images has reserved the copyright on each portrait we create. When you book an appointment here, you agree not to copy your portraits. We agree to provide you with our best efforts and advice, and to work within your budget.

We appreciate your understanding and cooperation in helping us maintain the integrity and professionalism you have come to expect from Captivating Images.

Session Checklist:

- Make sure your session fee is paid if you haven't done so already.
- Pick out your clothing in advance to make sure everything is coordinated (consult the clothing guide in this booklet).
- Plan your travel time to arrive 10-15 minutes before your session.
- For your wall portraits, decide in advance where they will hang and then measure the area. Make out a list of sizes for your other portrait needs, such as gifts, before you come in for your Presentation & Ordering appointment.
- Don't forget -- this brochure has a map to our studio!
- We know you are going to have a good time. Some people are nervous at first, but you'll soon see that at Captivating Images, our relaxed style will put you at ease so that you can look your very best!

Session Appointment:

Presentation & Ordering
Appointment:

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Please make sure that any & all decision makers are present at the Presentation & Ordering appointment since you will be placing your order and paying for your portraits that day.

Captivating Images Portrait Studio
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