



YOUR SESSION

Thank you for booking a photo session with Nicholas Dawkes Photography.

I pride myself in delivering you a tailored photo-session at a relaxed pace. The ultimate purpose of your photo is to grab attention, we all know a great photograph can get you noticed and propel you to the place you want to be, having that 'perfect' look is impossible. Your photo should capture you at your best, but in my opinion, not look too posed, polished, and perfected that it will detract from seeing the real person. . .

When you arrive at the studio we will take time to sit and chat in the client area, it gives us a chance to get to know each other before we even think about taking the first photo. It is important to me that you feel relaxed and at ease, travelling to a shoot can be stressful and sometimes you need time to de-compress!

We will discuss where you're aiming your new headshots to market you, so it is worth having a little think about those things before your session. I ask that you take some time and log into the client area of the website, and **take the casting preferences survey** before your shoot, as this may get you thinking. After discussing casting etc, we can then look at any clothing that you may have brought with you and decide which to use, a few notes on that on the next pages.

DIFFERENT LIGHTING

We may shoot a range of lighting during your session that I feel suits your look and casting:

Natural light (daylight) which can give a true to life feel, and isn't always as imposing as being in front of the big studio flash lights and I think it can give a bit more of a filmic look.

Studio Lighting (flash lights) allows us to 'sculpt' a picture and change the feel with different lights and backdrops, this means we can play more with your features, and they tend to give more of a traditional/classic headshot feel to a photo. This style can also work great for commercial castings.

All your shots will go up on a large screen at the end of the shoot in the studio, this is not for you to make any decisions on the day, but rather for you to see how the session has gone. Your photos from the session will then be uploaded to your online gallery the same day, so that you can then start the selection process for final shots you want to be retouched.

I love listening to music whilst we shoot, so before you arrive, have a think about your favourite music, it can influence your mood greatly, we have (almost) unlimited tracks at our disposal we can play whatever you like to help set the mood!

Please allow plenty of time before and after your shoot, if you feel rushed, it will show. Please try and re-schedule your shoot if you know you will be tight on time (48 hours notice is needed, or you will forfeit your deposit), you can do this by logging onto the website.

Above all, bring a positive and laid back attitude with a heap of energy, and have fun... Photo shoots shouldn't be a chore!

Balance payment (minus deposits paid) for your shoot is due in full at the time of your session. I accept cash, cheque or card payment.



WHAT TO WEAR

Clothing can say a lot about your casting and help accentuate your features, whether it be your skin and eye colour, or neckline and upper-body shape. The notes below act as some guidelines to bear in mind for your headshot shoot.

1. Colours:

Block colours work, but not too luminous! Try to pick colours that compliment skin tone. We are shooting colour headshots so bring some things that might stand out.

2. Lengthening features:

Wear necklines you are comfortable with - Is your neck short or long? Generally, lower scoop tops, open neck blouses and shirts or V-necks will make your neck look longer; higher crew neck t-shirts, buttoned up shirts and roll necks will shorten neck, so if you have a long neck, don't wear lots of V-necks as it will look even longer!

Collared shirts or blouses can sometimes frame the face well, without taking away length from your neck.

3. Patterns:

If we are looking at a pattern instead of your face, it's too much! Try and avoid any patterns that can be too distracting. Some light patterns and texture in tops are fine and can be great for more character shots, but Hawaiian shirts may have to be out i'm afraid!

Try and avoid heavy logos as well, as they are distracting and we will end up having to remove them in post-production.

4. Glasses:

It's good if your glasses have a 'non-reflective coating' (Green/Purple tint). If you always wear glasses, it's advised to shoot with them on, although sometimes they can distract away from your eyes which are the most striking part of your headshot, so we may shoot some without, might be worth bringing contacts if you have them.

5. Keep it personal:

Avoid clothes you don't enjoy, as chances are you won't like the final image - Wear outfits that make you feel great and relaxed. What have people complimented you on wearing, that's a good start

6. Limited Jewellery:

As with patterns, try not to distract away from the face too much - Try to avoid distracting accessories such as large, shiny jewellery, it will take the focus away from your face, some earrings and necklaces can add a sense of character though, so if they suit your casting range, bring them!

7. Layers:

Layering clothes can add a good dynamic and add character to an image - Maybe bring a couple of jackets that are contrasting, if nothing else they might add a different dynamic. Also t-shirts with shirt over the top can work. Consider any under layers, such as bra lines and vests and bring what you will need. If you are generally conscious of body parts, i.e. arms, maybe bring longer sleeves to cover them so you will feel more comfortable.

- Bring clothes pre-ironed in a suit carrier if you can - even t-shirts, the less creased the better.
- If you are struggling with clothing that you own, go and buy new clothes, leave the tags on and take them back the next day!
- Don't be afraid to bring a selection if you are unsure and I can advise, not too many though!



MAKE-UP

So much of your 'look' comes from hair and make-up, but don't fall into the trap of feeling you need make-up, or to overdo it because it's a 'photoshoot'. This is a casting shot, and therefore needs to reflect you as natural as possible. Try and match your make-up to your casting.

MAKE-UP

1. Avoid heavy makeup:

If you wear make-up, please arrive with your normal basic layer of make-up on, if needs be we can build up from there. Bring your own make-up and brushes. Your final selected images will be professionally retouched, in this process, we will take care of blemishes and other 'things' on your skin, so don't worry too much about covering up as heavy makeup, as it will look obvious on camera.

My job is to flatter you, however your head shot has to look like you in real life, so only wear as much make-up as you would normally.

2. Skin Features:

Do not hide your skin's personality! Flaunt your freckles and moles, show your scars, they are a part of what makes you unique. Unique features are what makes others sit up and take notice.

3. Eyeliner and eyeshadow:

If you wear eyeliner, try and keep it on the softer side, and generally not too heavy on the lower lid. natural eye-shadow rather than anything too distracting on the colour palette!

4. Lips

Natural lip tones are less distracting, anything too bright can distract, and if you're casting is particularly young, be aware that lipstick will age you up.

HAIR

1. Styling

You want your hair to be natural and show personality, so if your hair is very straight and flat naturally, give it some body to accentuate it. We can change hair styles as we go during the shoot if you want to show a range, so maybe practice some styles and take selfies before the shoot so I can see on the day?

5. Haircut:

Please don't cut your hair the day before your shoot! Not only will it will look like you just had a haircut , but sometimes these things don't go to plan, so allow some time and give your hair a couple of days after a cut to settle in.



DIRECTIONS

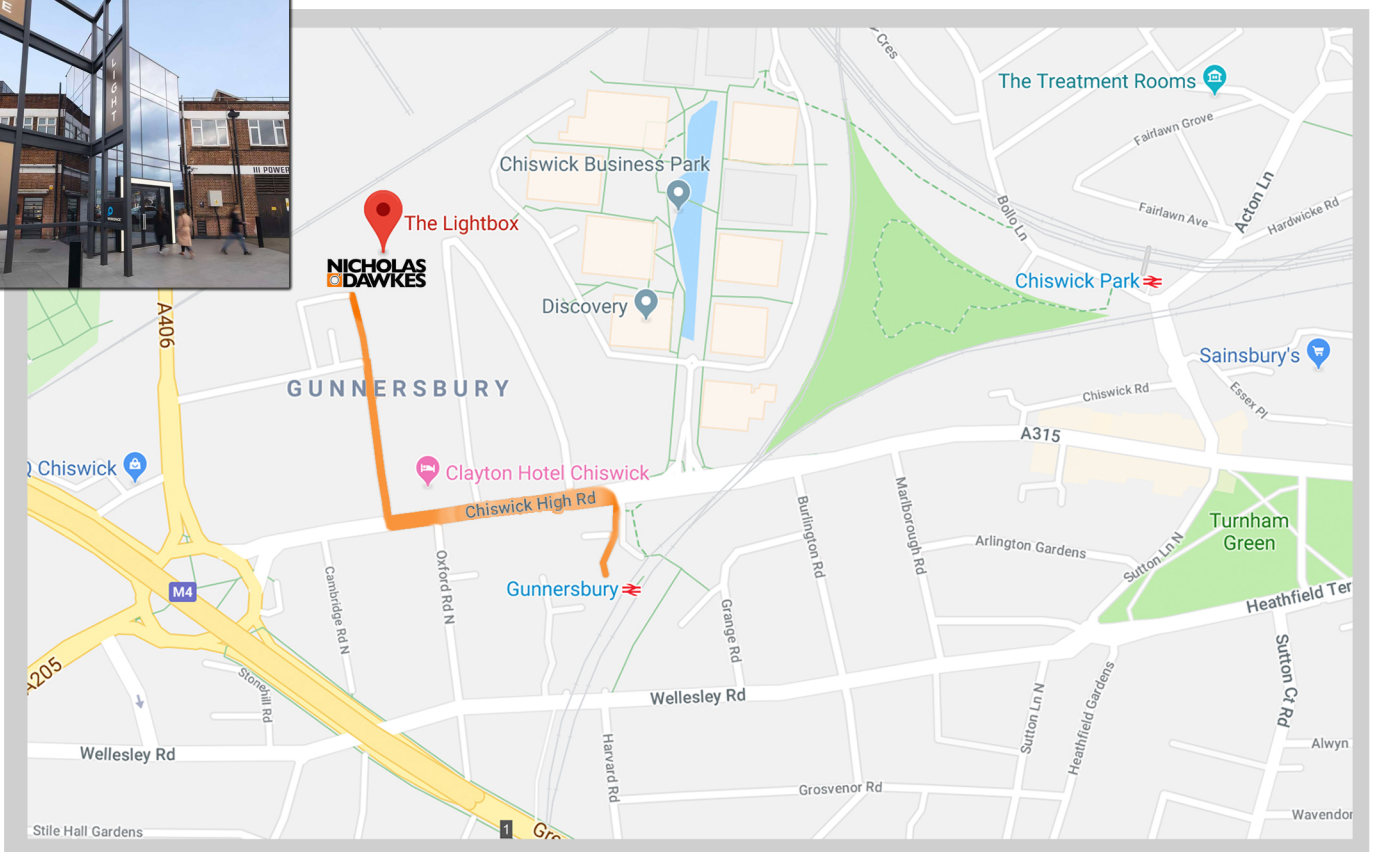
The map to my studio is below, the nearest tube station is **Gunnersbury** (5min Walk) which is on both District and Overground lines or **Chiswick Park** (15min walk) on the district line.

If you arrive early at The Lightbox studios, feel free to have a seat in the cafe downstairs and grab a drink or bite to eat if you wish, the front door is normally open.

When you are ready for your shoot you can simply buzz up to the studio using the intercom situated by the door next to the lift (Studio 205) You can then either take the lift, or stairs to the second floor.



LIGHTBOX STUDIOS



If you are thinking of driving, parking can be limited on site, there is 4 spaces out the front of the studio (Bays 1-4 marked visitor parking) as they are first come first served, I can't reserve them, but if you manage to get one, it is 30mins free and after that is charged, but you can pay via your phone using the info on the signs.

There is ample other street parking around the studio however, all payable by phone/app, but please allow plenty of time if you are driving to sort parking.



THE SMALL PRINT

Note - For the purpose of this document Nicholas Dawkes Photography shall be referred to as NDP. The individual (whether representing an organisation or not) who orders an image shall be referred to as the Client. By booking with NDP you agree to the Terms and Conditions listed below.

01 IN THIS AGREEMENT the term picture or image includes photography, transparency, negative, design, artwork, painting, engraving, digital image file or any other item which may be offered for the purpose of reproduction; the term reproduction includes any form of publication or copying of the whole or part of any picture whether altered or not and whether by printing, photography, slide projection (whether to an audience or not), xerography, electronic or mechanical reproduction or storage. Or for any use as artist's reference or illustration, or in a layout or presentation.

02 NO VARIATION OF the terms and conditions set out here will be effective unless agreed in writing by both parties. In the event of any conflict between these terms and conditions (including those relating to the time of payment) and those issued or submitted by the Client and in the absence of any contrary agreement in writing these Terms and Conditions shall prevail.

03 PICTURES ARE SUPPLIED on loan and no property or copyright in any picture passes to the Client either on submission of the pictures or on the grant by Nicholas Dawkes Photography (NDP) or reproduction rights for any picture.

04 THE INVOICE lists all the pictures delivered to the Client using the image number as a unique reference. The picture are presumed to have been received in good condition unless the Client notifies NDP in writing of any discrepancy or error within 14 days of receipt.

05 PERMISSION TO REPRODUCE a picture is granted to the Client by NDP only when a fee for the reproduction has been agreed with NDP and an invoice has been issued by NDP and paid in full by the Client to NDP.

06 IF NDP'S INVOICE is not paid in full within 30 days of issue, NDP may charge interest on the overdue payment per month or part of a month at the rate stated on invoice.

07 PERMISSION TO REPRODUCE a picture applies only to the reproduction described in the invoice or licence. In the event of unauthorised reproduction, the Client shall pay by way of liquidated damages to NDP an unauthorised use fee of £100 or double the standard reproduction fee for the use concerned, whichever is the greater.

08 THE RIGHT TO reproduce a picture granted by NDP is personal to the Client and may not be assigned to any third party without NDP's prior written consent.

09 THE CLIENT MAY not alter or add to or manipulate a picture by means of computer or any other technique or reproduce a picture in whole or in part as an element within, or as a montage with, another picture without NDP's written permission.

10 WHILE NDP HAS taken reasonable care to correctly identify, caption and orientate the pictures, it does not accept any liability for loss or damage incurred by the Client or any third party caused by any errors

11 UNLESS SPECIFIED IN WRITING, NDP makes no claim or warranty as to the existence or validity of connected therewith model or other releases in respect of the pictures or as regards the reproduction by the Client of any names or trade marks depicted in the pictures. It is the Client who must satisfy himself that all necessary rights, releases or consents required for reproduction have been obtained.

12 NDP DOES NOT PERMIT "self-billing" by the Client and a licence to reproduce is granted only when the full fee has been agreed with, invoiced by, and paid to NDP in accordance with condition 05 above.

13 THE CLIENT WILL fully indemnify NDP against any unauthorised reproduction of a picture submitted to the Client made by any third party as a result of or arising out of any breach by the Client of any of these terms and conditions (including but not by way of limitation the Client allowing a picture or a copy thereof to come into the possession of a third party without NDP's prior written consent).



LINKS

SOME USEFUL LINKS FOR YOU...

FOR ANY FREQUENTLY ASKED QUESTIONS YOU HAVE, TAKE LOOK AT THE TIPS SECTION OF MY WEBSITE:

<http://www.nicholasdawkesphotography.co.uk/tips>

CONTACT ME

Email: studio@nicholasdawkesphotography.co.uk
Phone: 07787111997

STUDIO ADDRESS

Studio 205
The Lightbox
111 Power Road
Chiswick
London
W4 5PY



And...

This little fury chap is Baxter, he's normally in the studio with me, so let me know if you don't like dogs...



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Be good to the polar bears and don't print this email.

