

# Donavon Model Management

## Receipt & Service Agreement

### GENERAL PURPOSE

This form serves as both a **Receipt** for products and services purchased through Donavon Modeling and its parent company, The Donavon group, Inc., as well as the binding **Service Agreement** between Donavon Modeling and Member Models that stipulates specific terms and conditions applicable with the purchase of Portfolio Representation Plans and the representation of Member Model portfolios by Donavon Modeling on the [www.DonavonModels.com](http://www.DonavonModels.com) website. The provisions contained in this **Service Agreement** supplement those terms and conditions contained in Donavon Modeling's Terms of Service, which can be viewed in their entirety at the [www.DonavonModels.com](http://www.DonavonModels.com) website.

### 1. PORTFOLIO REPRESENTATION PLANS Subtotal: \$

The purchase of any Donavon Modeling Portfolio Representation Plan binds the purchaser / Member Model to all terms and conditions of the purchased Portfolio Representation Plan, as described below and on the reverse side of this Receipt / Service Agreement.

[ Portfolio Representation Plan: \_\_\_\_\_ ] [ If International, Name of Country: \_\_\_\_\_ ]  
[ Initial Contract Length (Months) (Including Free Month, If Applicable): \_\_\_\_\_ ] [ Approximate Start Date: \_\_\_\_\_ ]  
[ Number of Plan Web Pages: \_\_\_\_\_ ] [ Number of Plan Photos: \_\_\_\_\_ ] [ Number of Plan Photo Change-Outs: \_\_\_\_\_ ]  
[ Custom Bio Page: Yes / No ] [ Feature Model Showcase: Yes / No ] [ Free Additional Month: Yes / No ]

Discounts: [ 10% Promotional Discount: Yes / No ] [ Other Discount: Yes / No >>> % \_\_\_\_\_ / \$ \_\_\_\_\_ ]  
[ Annual Plan Price (Before Discount): \$ \_\_\_\_\_ ] (-) [ Discount (If Applicable) \$ \_\_\_\_\_ ] =  
[ Annual Plan Price (After Discount): \$ \_\_\_\_\_ ] (+) [ Activation Set-Up Fee: \$ \_\_\_\_\_ ] (+)  
[ Number of Additional Web Pages: \_\_\_\_ at \$ \_\_\_\_\_ Per Page = \$ \_\_\_\_\_ ] = [ Total Annual Plan Price: \$ \_\_\_\_\_ ]

### 2. PORTFOLIO DEVELOPMENT PACKAGES Subtotal: \$ (T)

[ Portfolio Development Package: \_\_\_\_\_ ] [ # Photos: \_\_\_\_\_ ; # Outfits: \_\_\_\_\_ ; Photo Size: \_\_\_\_\_ ]  
[ Initial Package Price: \$ \_\_\_\_\_ (-) Discount: % \_\_\_\_\_ \$ \_\_\_\_\_ = Total Package Price: \$ \_\_\_\_\_ ]

### 3. MODELING PRODUCTS Subtotal: \$ (T)

[ Comp Cards: Qty: \_\_\_\_\_ \$ \_\_\_\_\_ ] [ Mini Comps: Qty: \_\_\_\_\_ \$ \_\_\_\_\_ ] [ Comp Sheets: Qty: \_\_\_\_\_ \$ \_\_\_\_\_ ]  
Photos: [ Size: \_\_\_\_\_ ; Qty: \_\_\_\_\_ ; \$ \_\_\_\_\_ ] / [ Size: \_\_\_\_\_ ; Qty: \_\_\_\_\_ ; \$ \_\_\_\_\_ ]  
[ Misc. Products: \_\_\_\_\_ ; \$ \_\_\_\_\_ (-) Discount: % \_\_\_\_\_ \$ \_\_\_\_\_ ] = [ Total Price: \$ \_\_\_\_\_ ]

### 4. COMMERCIAL PHOTOGRAPHY and PRODUCTS Subtotal: \$ (T)



[ Description of Services: \_\_\_\_\_ ]  
[ Studio Shoot: Hrs: \_\_\_\_\_ \$ \_\_\_\_\_ ] [ Location Shoot: Hrs: \_\_\_\_\_ \$ \_\_\_\_\_ ] [ Travel Expenses > Hrs: \_\_\_\_\_ \$ \_\_\_\_\_ ]  
Photos: [ Size: \_\_\_\_\_ ; Qty: \_\_\_\_\_ ; \$ \_\_\_\_\_ ] / [ Size: \_\_\_\_\_ ; Qty: \_\_\_\_\_ ; \$ \_\_\_\_\_ ]  
[ Film > # Rolls: \_\_\_\_ \$ \_\_\_\_\_ ] [ Photo Manipulation: Hrs. \_\_\_\_ \$ \_\_\_\_\_ ] (-) [ Discount: % \_\_\_\_ \$ \_\_\_\_\_ ] = [ Total Price: \$ \_\_\_\_\_ ]

#### Items Back Ordered:

Subtotal:	Tax (T):	S & H:
Order Total:	Deposit:	Balance Due:

#### Payment Information

(Payment must be in U.S. Dollars – No P.O. Boxes, Cash or CODs)

- Check. Payable to **The Donavon Group Inc.** Must include customer's preprinted name, address and phone #. Returned checks are subject to a \$35.00 service charge. Bank: \_\_\_\_\_  
Ck. #: \_\_\_\_\_ Acct. #: \_\_\_\_\_
- Money Order. M.O. #: \_\_\_\_\_
- Credit Card    

**Copy of signed photo ID must accompany all credit card purchases.**

Card #: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Name on Card: \_\_\_\_\_  
Address to Which Credit Card Statements are Mailed: \_\_\_\_\_

#### Customer Contact / Ship To Address

Name: \_\_\_\_\_  
Street: \_\_\_\_\_ Apt / Suite: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_  
Home Phone: (\_\_\_\_\_) \_\_\_\_\_  
Cell Phone: (\_\_\_\_\_) \_\_\_\_\_  
E-Mail: \_\_\_\_\_

#### Payment Authorization

Your signature below acknowledges your understanding of and agreement to the terms and accuracy of this Receipt and Service Agreement and authorizes Donavon Modeling to debit the listed credit card account to pay for ordered products and services, including any follow-on recurring transaction Portfolio Representation Plan installments.

Printed Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Your authorized signature below acknowledges satisfactory receipt of the above ordered products and/or services, as indicated, exclusive of any items back ordered; your receipt of a copy of this **Receipt and Service Agreement**; as well as your understanding and acceptance of this **Receipt and Service Agreement** and all provisions set forth in Donavon Modeling's **Terms of Service** and **Refund/Credit/Cancellation Policy**. Additionally, if purchasing a Portfolio Representation Plan, your signature below acknowledges your understanding and acceptance of all terms and conditions contained herein regarding Donavon Modeling's Portfolio Representation Plans.

Member Model / Parent / Guardian / Customer Printed Name

Member Model / Parent / Guardian / Customer Authorized Signature

The Donavon Group Representative

Date

Top Copy: Donavon Modeling

Bottom Copy: Customer

## PORTFOLIO REPRESENTATION PLANS – TERMS and CONDITIONS

**Additional Plans purchased in conjunction with the original Plan are discounted 10%. Use of a Donavon staff or affiliate photographer for portfolio development entitles Member Models to one free additional month of portfolio representation.** Additional web pages can be added to any Plan for an annual fee of \$25.00 per page. Unless purchasing a Portfolio Development Package, Member Models are responsible for providing all photos used to comprise their online portfolio. All materials provided by Member Models become the property of Donavon Modeling and may not be returned. If providing their own photos, Member Models should provide high quality copies of photos in lieu of original photos. Allow 3-4 weeks from receipt of Member Registration Packet for portfolios to be uploaded to our website. All photos submitted by Member Models for online portfolio representation and/or marketing require prior release authorization by the Member Model and, when possible, the contributing photographer. Photos, along with a completed Member Registration Packet and payment are required to activate Plans. Listed Plan prices are based on an initial contract period of 12 months, a maximum of four photos per web page and are exclusive of a one-time activation set-up fee of \$25.00 which is due at the time of Plan purchase. Payment for the initial contract period is due in full at time of purchase by Check, Money Order, Visa or MasterCard. Plan contract period begins on the first day of the month following upload of portfolios. Plan periods beyond the initial contract period are billed annually at the same rate as the initial contract period through automatic recurring transaction debits from the credit card account on file or standard mailed invoicing. Transaction debits from credit card accounts are used only for purposes of paying annual Plan installments. If for any reason Donavon Modeling is unable to process a debit from an authorized credit card account, Plan billing for that period will automatically revert to standard mailed invoicing. Plans may be cancelled in writing at any time; however, payments for Plan periods already received are nonrefundable. **Feature Model Showcase** intermittently displays Member Models' portraits throughout the term of their Representation Plan on the [www.DonavonModels.com](http://www.DonavonModels.com) Homepage. Portfolio bio data is comprised of information obtained from written questionnaires provided by Member Models. Member Model portfolios are used by Donavon Modeling to comprise Portfolio Representation Plans appearing on the [www.DonavonModels.com](http://www.DonavonModels.com) website; composite Member Model photographic materials used for promotional purposes; and online and print commercial, marketing and promotional applications. Prices, options and features are subject to change without notice.

### REFUND / CREDIT / CANCELLATION POLICY

<u>Representation Plans</u>	<u>Products</u>	<u>Portfolio Development Packages</u>
<ul style="list-style-type: none"> <li>• Cancellation is permitted any time in writing; however, payments already received for Plan periods are nonrefundable.</li> <li>• No refund for omission or commission of errors.</li> </ul>	<ul style="list-style-type: none"> <li>• Sale of all products is final. Damaged merchandise will be fully refunded or replaced if returned within 15 days of receipt.</li> <li>• Shipping and handling charges are nonrefundable. ____ ____ ____</li> </ul>	<ul style="list-style-type: none"> <li>• \$50.00 late cancellation fee if cancelled within 48 hours of photo shoot. <b><u>\$100.00 “NO SHOW – NO CALL” fee.</u></b></li> <li>• Package fees are fully refundable any time prior to photo shoot.</li> <li>• Additional reshoot fees may apply.</li> <li>• Photo / image quantities and quality are guaranteed, exclusive of artistic filter and lighting effects, cropping and border selection.</li> </ul>

### PRIVACY STATEMENT

Donavon Modeling places the highest value on the information that you share with us and we are committed to the protection of your privacy. This commitment forms the cornerstone of trust and confidence on which we build enduring relationships with the models, clients and customers we serve. We respect your wish for privacy and will make every effort to safeguard the information you share with us. Non-public information that we collect about you is used for purposes of identifying you as a model, client or customer, managing your account and completing customer transactions in compliance with legal and regulatory requirements.

### DISCLAIMER

Models appearing on the [www.DonavonModels.com](http://www.DonavonModels.com) website are not exclusive to Donavon Modeling and are in no way employed by Donavon Modeling. Donavon Modeling makes no claims or inferences, implied or direct; regarding a model's potential to succeed in modeling or to obtain work as a model. Donavon Modeling makes no promise or commitment to represent models or obtain work for models. Donavon Modeling is a Model Registry—not an agency. As such, Donavon Modeling provides models with an affordable and effective method to market their portfolios to agents and clients within the modeling industry. Donavon Modeling is neither responsible nor liable for the actions, abilities, qualities or attributes of the models appearing on the [www.DonavonModels.com](http://www.DonavonModels.com) website. Donavon Modeling assumes no liability for the safety or security of any models in connection with their appearance on the [www.DonavonModels.com](http://www.DonavonModels.com) website or relative to any activities associated with Donavon Modeling.

### CONTACT DONAVON

<p><b><u>PHONE</u></b> 1-561.674.5917</p>	<p><b><u>FAX</u></b></p>	<p><b><u>MAIL</u></b> Donavon Modeling /4102 Cocoplum Circle / Coconut Creek FL 33073 / USA</p>	<p><b><u>ON LINE</u></b> <a href="http://www.DonavonModels.com">www.DonavonModels.com</a></p>
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**Donavon Modeling is a proud member of the Better Business Bureau.  
Thank you for the opportunity to serve you. We appreciate your business.**

Donavon Modeling is a Division of The Donavon Group, Inc. / 4102 Cocoplum Circle / Coconut Creek/FL 33073



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