

# Christmas Photo Sessions at Country Cove

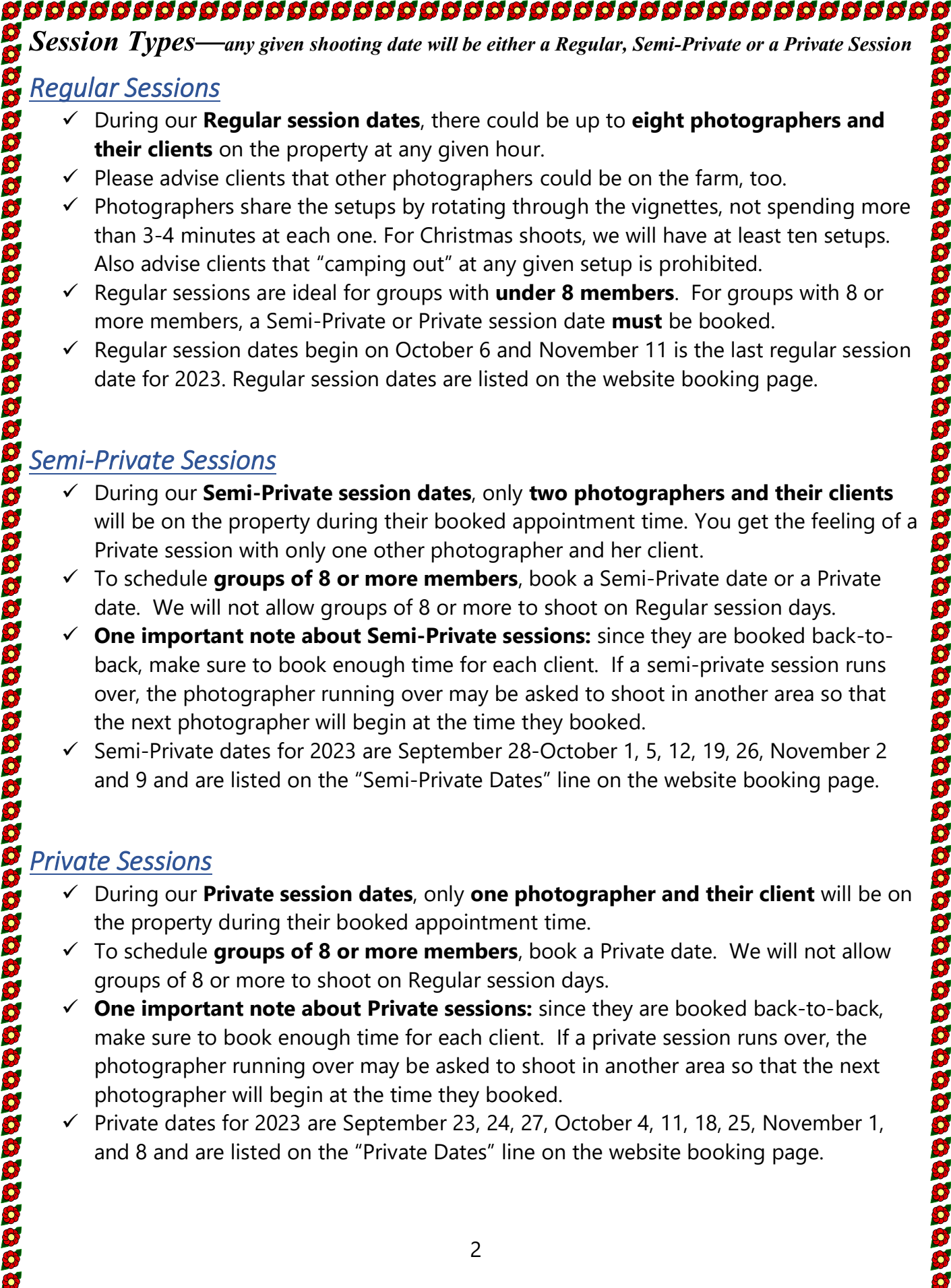
## *Guidelines for a Successful Session at Country Cove*

(Updated 6-16-2023)

*Thank you for considering booking your sessions with Country Cove! We appreciate your business and look forward to working with you and your clients. As we work to make your session the best it can be, we ask that you read over these guidelines before booking your Christmas sessions. The rules might seem extensive, but unfortunately, experience has given us good cause for each guideline.*

### ***Safety at Country Cove***

- ✓ Upon arrival at Country Cove, come to the tent on the west side of the building and we will sign you and your clients in for your session.
- ✓ We will have a "waiting area" for clients to sit and wait for their session. Or they may wait in their car until 5 minutes before their session. Then they can walk to the tent to check-in. Please advise them that they may not "play" in the parking lot or go to the tree fields.
- ✓ Farms are dangerous places. Please be aware of dips, holes, stumps, critters, insects, poison ivy, sticky plants, fallen limbs and pinecones, tall grasses, wood piles, etc.
- ✓ We work on the farm year-round, especially on weekends. Tractors, mowers and other equipment might be in use. October and November are especially busy months while we get ready for our tree selling business. During that time, we will be setting up tents, moving equipment, cleaning, etc. Please stay outside of the boundaries of any yellow caution tape and be prepared for children to be intrigued by all that activity and equipment!
- ✓ Do **NOT** let anyone go barefooted. Farms are dangerous and should never be visited without shoes.
- ✓ Enjoy the beauty of our 30 acres, but please do not bother the house or the yard. **We (Jan and Joe) DO NOT live on the property, and the house is rented out.** We ask that you please help us respect our neighbor's privacy.
- ✓ During summer and fall, please be aware that **bees will be around!** Ask your clients if anyone coming to the shoot is allergic to bee stings, or any other insect; if so, your client must be prepared by bringing the appropriate antidote. **We cannot give out antihistamines or EpiPen's.**
- ✓ Portable restrooms are located near the west tall pine tree line. We do not have indoor plumbing.
- ✓ Hand sanitizer will be located near the portable restrooms and the Hospitality building.



## *Session Types—any given shooting date will be either a Regular, Semi-Private or a Private Session*

### Regular Sessions

- ✓ During our **Regular session dates**, there could be up to **eight photographers and their clients** on the property at any given hour.
- ✓ Please advise clients that other photographers could be on the farm, too.
- ✓ Photographers share the setups by rotating through the vignettes, not spending more than 3-4 minutes at each one. For Christmas shoots, we will have at least ten setups. Also advise clients that “camping out” at any given setup is prohibited.
- ✓ Regular sessions are ideal for groups with **under 8 members**. For groups with 8 or more members, a Semi-Private or Private session date **must** be booked.
- ✓ Regular session dates begin on October 6 and November 11 is the last regular session date for 2023. Regular session dates are listed on the website booking page.

### Semi-Private Sessions

- ✓ During our **Semi-Private session dates**, only **two photographers and their clients** will be on the property during their booked appointment time. You get the feeling of a Private session with only one other photographer and her client.
- ✓ To schedule **groups of 8 or more members**, book a Semi-Private date or a Private date. We will not allow groups of 8 or more to shoot on Regular session days.
- ✓ **One important note about Semi-Private sessions:** since they are booked back-to-back, make sure to book enough time for each client. If a semi-private session runs over, the photographer running over may be asked to shoot in another area so that the next photographer will begin at the time they booked.
- ✓ Semi-Private dates for 2023 are September 28-October 1, 5, 12, 19, 26, November 2 and 9 and are listed on the “Semi-Private Dates” line on the website booking page.

### Private Sessions

- ✓ During our **Private session dates**, only **one photographer and their client** will be on the property during their booked appointment time.
- ✓ To schedule **groups of 8 or more members**, book a Private date. We will not allow groups of 8 or more to shoot on Regular session days.
- ✓ **One important note about Private sessions:** since they are booked back-to-back, make sure to book enough time for each client. If a private session runs over, the photographer running over may be asked to shoot in another area so that the next photographer will begin at the time they booked.
- ✓ Private dates for 2023 are September 23, 24, 27, October 4, 11, 18, 25, November 1, and 8 and are listed on the “Private Dates” line on the website booking page.

## Promo Sessions

- ✓ Promo sessions are only held prior to our Christmas sessions. Promo sessions are to be used by professional photographers to promote their booked Christmas sessions at Country Cove.
- ✓ During our **Promo session dates**, each photographer may book a 30-minute slot and shoot in each of our setups or choose the setups in which they want to shoot. The tree fields may also be used. Only **one photographer and their model(s)** will be on the property during their booked appointment time.
- ✓ Promo sessions may not be booked as a session. They are only promotional sessions that are to be used to advertise, promote, and post about your upcoming sessions at Country Cove. Promos are only available to professional photographers and limited to only one appointment per photographer. Promo sessions are September 2, 9, and 10.

## *Information on Booking*

- ✓ All sessions are by appointment only so that we can plan for your visit (no walk ups). Otherwise, Country Cove is a private, working farm that is not open to the public, except during Christmas tree selling season.
- ✓ Country Cove is closed each Monday and Tuesday. We cannot schedule shoots on those days.
- ✓ Schedule enough time for your session.
  - Consider that **begin time** is when you plan to arrive at the farm (*not when your client sessions start*), and **end time** is when you plan to leave the farm (*not when your client sessions end*).
  - We give you a 15-minute grace period if your session runs over **or** if you check in early. After that we will have to charge for the extra session time on a pro-rated basis.
- ✓ Mini-session length per client is advised to be **at least 15 minutes**. We are trying to limit the number of people on the farm at any given time.
- ✓ Enjoy the use of our set-ups **OR** bring your own, **not both**.
  - Using Our Setups
    - **Christmas sessions** are the most popular sessions as we feature our beautiful Christmas tree fields as the backdrop. We use our family wagon from Illinois, our vintage Dodge truck, our famous lighted tree hallway, plus many other memorable vignettes.
    - **To help make your sessions more personal, encourage your clients to bring their own blankets, stools or small personal items for use in their photos.** All items must be hand-carried as we cannot provide transportation for the items during sessions.
  - Bringing Your Own Setups/Props
    - **If you choose to bring your own props, let us know at booking.**
    - We will be prepared upon your arrival with our trailer to drive them to your shooting spot (we will show you around and help you choose an

area to shoot). After you are finished with your sessions, we will bring the trailer to you for loading props up and then we will drive them to your vehicle.

- ✓ Book a rain date so your client will have that date on their calendar, too. **The rain date is only activated if rain is occurring on the farm at least one hour before your shoot time**, not necessarily raining where you live. Appointments cannot be changed based on the *forecast* of rain unless it is changed 7 days prior to your scheduled date.
- ✓ You may **book your Rain date** if your session is not rained out. Simply, email Jan up to 24 hours after the session to claim the rain date. An invoice will be sent via PayPal. If no contact has been made, after 24 hours, that rain date and time will be offered to others.
- ✓ Appointments must be made by using our website booking link, located on the Photography page. Call Jan at **615-848-8564** or email [countrycovephotography@gmail.com](mailto:countrycovephotography@gmail.com) with questions about shooting at Country Cove.

### ***Pricing & Payment***

- ✓ Regular sessions are **\$60 per hour**. There may be up to 8 photographers on the property during a regular session. Photographers must share the setups.
  - Sessions are booked on the hour and the half hour, for example 3:00 or 3:30, not 3:15 or 3:45.
  - One hour is the minimum booking.
  - A 10% discount will be applied if you book 4 or more hours in one day.
- ✓ Semi-Private sessions are **\$65 per hour**. There will be two photographers on the property during semi-private appointments. Photographers must share the setups.
  - Sessions are booked on the hour and the half hour, for example 3:00 or 3:30, not 3:15 or 3:45.
  - One hour is the minimum booking.
  - A 10% discount will be applied if you book 4 or more hours in one day.
- ✓ Private sessions are **\$70 per hour**. There will be no other photographers on the property during private session appointments.
  - Sessions are booked on the hour and the half hour, for example 3:00 or 3:30, not 3:15 or 3:45.
  - One hour is the minimum booking.
  - A 10% discount will be applied if you book 4 or more hours in one day.
- ✓ Promo sessions are **\$20 for a 30-minute session**. There will be no other photographers on the property during the promotional session.
  - Sessions are booked on the half hour, for example 3:00 or 3:30, not 3:15 or 3:45.
  - Only one Promo session per professional photographer.
  - Payment for a Promo is due in full at booking.
- ✓ All session invoices and payments are through **PayPal**.

- ✓ All sessions require a **30% deposit** (except PROMOS which are pay in full) when the session(s) are booked. PayPal invoices are emailed after confirmation. This invoice must be paid within 48 hours from timestamp on the invoice. **Country Cove will not hold appointments unless the deposit is received within 48 hours.**
- ✓ Please note that if the deposit is not paid within 48 hours of receipt, your booking will be forfeited. If a request to rebook is made after non-payment of the deposit and/or cancellation at your request, a **\$25 rebooking fee (non-refundable)** will be charged. Rebooking (after non-payment of a previous deposit) this year for any date and time will incur the \$25 fee in addition to the deposit (due on receipt).
- ✓ The balance is due one week before the appointment date; a PayPal invoice will be emailed for the balance. If an appointment is booked a week or less before the appointment, then 100% is due at booking.
- ✓ Any time overage will be prorated and charged at the rate paid at booking.
- ✓ No refunds are granted, so **please book responsibly.**

### *Session Guidelines*

- ✓ Both photographers and clients must check in upon arrival and check out before departure. Check in/out will be at the tent and/or follow appropriate signs.
- ✓ Pets are welcome; they must be leashed and always picked up after. Please bring a disposal bag.
- ✓ Please **do not park or drive** in the tree fields; everyone can park in the gravel parking lot to the west of the tree barn.
- ✓ Standing in the parking lot is dangerous! Cars quickly arrive and depart, despite the 10 MPH signs. Stay in your car or walk to the tent 5 minutes before your appointment.
- ✓ Please let your clients know that they may **NOT** use their cell phones to photograph at our setups **before, during or after their session with you.** That defeats the purpose of using a professional photographer and we strictly enforce this rule.
- ✓ For Christmas sessions, photographers are required to share the set-ups (unless a private day is selected). We advise that photographers rotate through the set-ups and no one may spend more than 3-4 minutes at any one set-up.
- ✓ Please keep our farm clean by not using glitter, confetti, or any other substance on our trees or ground that cannot be cleaned up completely; please pick up any trash or debris that you may have left in areas used (we have found cloth's tags, coffee cups, candy wrappers, etc.)
- ✓ Please advise clients that nothing may be moved or borrowed from any setup; leave each setup as it was found. Please advise if any setup needs our attention.

### *Social Media and Other Contact Information*

- ✓ Feel free to share your images on our Facebook page at [www.Facebook.com/countrycovetrees](http://www.Facebook.com/countrycovetrees)
- ✓ Tag and follow us on Instagram at [www.instagram.com/countrycovetrees](http://www.instagram.com/countrycovetrees)
- ✓ Email us at [countrycovphotography@gmail.com](mailto:countrycovphotography@gmail.com)
- ✓ Our website is [www.countrycovetrees.com](http://www.countrycovetrees.com)
- ✓ Call us at 615-848-8564