

Hollywood Studio

1 Linden Place, Suite 405
Great Neck, NY 11021
Hollywoodstudio1@yahoo.com
(516) 487-0010

Digital Album Design Information Packet

Thank you for choosing Hollywood Studio for all your photography and videography needs. This packet will help us to design a beautiful, personalized album for you in an efficient and timely manner. We understand your personal time is precious, and we greatly appreciate your cooperation.

Please carefully read and fill out all parts!
No Albums will be designed without all information!
PLEASE CALL OR EMAIL US RIGHT AWAY WITH ANY QUESTIONS!

PART 1: BASIC INFORMATION

Please Print Clearly!

1. Your Name:
2. Telephone Numbers (home and cell):
3. Email Address:
4. Date and Type of Event:
5. Event Type (Wedding, Bat Mitzvah, etc.):
6. Name(s) for Cover (exact spelling please!):
7. Size of Album:
8. Cover Type (Crystal or Leather):
9. Leather & Gilding Color (choose in studio):
10. Event's Theme & Specific Colors:

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PART 2: CHOOSING YOUR IMAGES

Choosing your pictures can be a very intimidating and frustrating process. This chart is designed to help you save time, and to ensure all the important moments are represented in the album. This is an example for a wedding. If you are planning an album for a Bar/Bat Mitzvah, simply replace the ceremony with the candle lighting.

Please see your contract for the number of images allowed in your album.

PAGE(S)	NUMBER AND TYPE OF IMAGES TO CHOOSE	PAGE(S)	NUMBER AND TYPE OF IMAGES TO CHOOSE
1	1, bride and groom to open album with	17	2-5, signing ketubah
2	4 or 5, bride preparation (makeup, dress, shoes)	18	2 and up, groom, bridesmaids and groomsmen walking down aisle
3	4 or 5, groom preparation	19	2-4, bride walking down aisle
4	2-4, arriving at the park, hall or bride and groom first meeting	20-23	2-8 each page, ceremony (include bride & groom drinking wine, the rings, breaking the glass and first kiss)
5-7	2-4 each page, park, outdoors or hall (bride and groom alone)	24	2-5, grand entrance to reception
8	2, one of bride alone and one of groom alone	25	2-5, first dance
9	2-3, bride and groom alone at chuppah	26	2-5, first dance continued or other important dances (bride & father, groom & mother)
10	2-5, bride's immediate family	27-29	2 and up each page, reception (bride & groom on chairs, table shots, dancing, throwing of flowers, etc.)
11	2-5, groom's immediate family	30	2-5, cutting of the cake
12-16	2-4 each page, extended families, bridesmaids and groomsmen	31	1-2, final image to close album (bride and groom alone)

Please remember to group images from the same scenery together!

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Backgrounds: Specific background images or solid colors can be chosen for each page (including black and white). If no backgrounds are indicated, the designer will choose for you.

You may provide us with your choices by giving us your printed proofs, giving us a written list of numbers or emailing us a list of numbers.

We will need both the image number and the part number for each picture. On the back of your printed proofs, the 4 digit number after DSC or IMG is the picture number. It will also say "P1" or "P2" (etc.) on the back of your proof. This is the part number. If you are choosing pictures from CDs, the folder will be labeled with the part and each individual picture will be correctly numbered.

Your final list should look similar to this:

1. DSC 0012 P2
 2. DSC 4509 P4
 3. IMG 7780 P1
- etc.

PART 3: ALBUM STYLE

Please help our graphic designer to create an album perfectly tailored to your taste by providing the following information:

1. Would you like your album to be traditional or have a more modern look?
Traditional albums include a combination of different effects including classic borders, framing, and some blending. Modern albums are simpler with classy, elegant layouts, a few borders and some blending. Please see our album samples in our studio, or visit our Facebook page for more ideas at [Facebook.com/hollywoodphotovideo](https://www.facebook.com/hollywoodphotovideo).

2. Is it okay for our designer to add special effects, black and white, sepia or other creative touches throughout the album?

