



# Printables for Your Next Photo Shoot!

If you do any location or event photography, you'll want to make sure you pack all the right gear and avoid leaving anything behind. There's nothing worse than forgetting those one or two small items that could have made your life easier if only you'd remembered them.

A solid and flexible checklist for your camera bag can really help. That's one of the printables I've included in this package. Emphasis on "flexible" because you'll need to add or cross out items based on your specific needs for a given shoot or event. I've also included a list of personal items you might want to keep in a separate, but accessible, pack.

Also included in this set are printable photo shoot notebook pages. Print a few to sketch out your setups and jot down any important notes. Save them in a binder, and you've got your own photo shoot notebook/journal. I also have a pre-printed version available on Amazon if you'd like to skip the home printing.



Model Releases: Included are paid and TFP model release templates. Use them as-is or modify them for your own needs. I use these myself, but I can't guarantee they're valid for your purposes. Check with your lawyer if you're not sure.

Print out the pages you'd like and have a great shoot!

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# Pre-Shoot Tips

## Before You Head Out to Your Photo Shoot

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### Lay Out Your Gear Before You Pack

You want to get a good visual of all the gear you're about to pack away. I usually arrange things on the floor. I set one camera down, then all the batteries and gear that belong to that camera get placed next to it. I try to group everything like this so it's easier to see if something's missing. Take a quick photo with your phone so you can be sure of what you've packed once it gets into your bag.

### Client or Model Contact & Meeting Info

Are you supposed to meet up at a certain place and time? Emails and DMs might have worked fine during the planning stages, but you don't want to be out of contact when things don't go quite as planned. Make sure you write down the names and numbers of the people you're supposed to meet, as well as things like the meeting place name and address (and maybe even the venue's contacts). Print out an easy-to-read map to the general location, too.

### Permits, Documentation

Some locations require prior permission and/or permits and payment to shoot. Make sure you bring anything necessary to prove you have the right to be there if you are challenged. And make sure everyone else brings along any necessary ID or documentation in case questions come up.

### Model Releases

Even if you normally use a model release app, it's a good idea to keep a few paper copies in your bag just in case. There are various types of releases (including property releases), but I mainly keep general "pocket" releases, paid model releases, and TFP (trade for photos) releases handy.

### Shooting Outdoors

Whether you have an assistant or you're working alone, I'd suggest bringing along a light stand sand-bag or other way to weigh down and stabilize your lighting stand(s) outdoors. Even a slight breeze can take down a large softbox or any size umbrella.

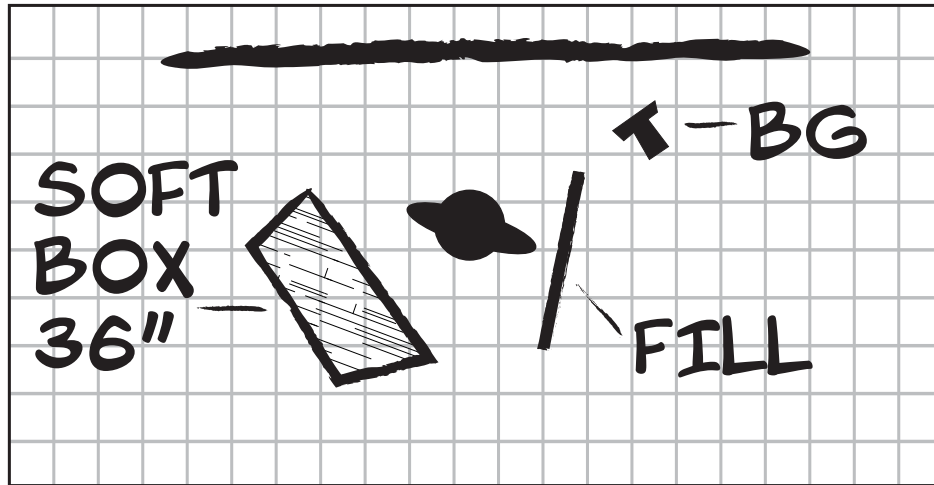
### Business Cards

When people see a professional at work, inevitably someone's going to ask for a business card. I wouldn't recommend pushing your card on guests at a wedding, or anytime it seems inappropriate, but if someone asks for your contact info, be prepared to hand them a business card.





# Photo Shoot Notebook

## Suggested Use

Setup: **GINA, PORTRAIT** Date: **OCT. 10**



### Camera Settings

Aperture	Shutter	ISO	WB
			
2.8	1/250	100	FLASH

### Checklist

- ☐ Model Release
- ☐ LOC. PERMIT
- ☐ LEAVE STUDIO KEY
- ☐ TURN OFF AC

### Lighting

Key Light AD400, 36" GODOX SB Power 1/8  
Fill Light FOAM CORE, 1.5 FT. Power \_\_\_\_\_  
Hair Light \_\_\_\_\_ Power \_\_\_\_\_  
BG Light(s) AD200, BLUE GEL Power 1/16

Notes: KEY WORKED WELL AT 1.5 FT, W/BAFFLE  
ALSO, USED RED GEL FOR SECOND SET, GOOD!

# Camera Bag Checklist

## Camera Gear

☐ Main Camera

☐ Backup Camera

☐ Camera Batteries

☐ Cards/Recording Media

☐ Vertical Grip(s)

☐ WB Card

☐

☐

☐

## Lens Gear

☐ Wide-Normal/Telephoto Zoom (24-70mm)

☐ Wide Angle

☐ Telephoto (70-200mm)

☐ Standard (50mm, 35mm)

☐ Close-up, Macro

☐ Lens Protective Filters

☐ Neutral Density (ND) Filters

☐ Polarizing Filters

☐ Special Effects Filters

☐ Close-Up (extension tubes, diopters)

☐ Lens Caps (rear & front)

☐ Lens Tripod Mounts

☐ Lens Cleaning Cloths

☐

☐

☐

☐

## Camera Support

☐ Tripod

☐ Monopod

☐ Tripod Heads

☐ Quick Release Plates

☐ Allen Wrenches, Keys (adjustments)

☐

☐

## Lighting - Compact

☐ Flash Unit(s)

☐ Flash Batteries and/or External Power Packs

☐ Diffuser and/or Bounce Card

☐ Gels (color-correcting: CTO, OTG)

☐ Flash Trigger/Transmitter & Batteries

☐ Compact Lightstand

☐ Flash Bracket

☐ Collapsible Umbrella and/or Softbox

☐ Gaffer Tape (small roll)

☐

☐

## Storage & Devices

☐ Laptop, Fully Charged

☐ Card Readers

☐ Portable Drive

☐ Portable Power Supply for Devices

☐ Power Cords, Cables: USB, etc.

## Personal

☐ Phone, Wallet, Keys!

☐ Multi-Tool or Swiss Army Knife

☐ Notebook & Pen

☐ Small Flashlight

☐ Spare Eye Glasses, Readers

☐ Extra Shirt, Pants

☐ Water Bottle

☐ Snacks, Energy Bar

☐ Sunscreen

☐ Mosquito Repellent

☐ Lip Balm

☐ Moist Towelettes

☐ Pain Reliever, Non-drowsy

☐ Rain Poncho, Umbrella

☐ Earplugs

☐ First Aid Kit

☐

# Camera Bag Checklist

Other:	Other:
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# Photo Shoot Notebook

## Setup:

Date:

A blank sheet of graph paper with a grid pattern. The grid consists of small squares formed by thin gray lines. There are 20 columns and 10 rows of squares. A thicker black border runs along the top and left edges of the page.

# Camera Settings

## Aperture



## Shutter



ISO



WB



## Checklist

- ☐ Model Release
- ☐
- ☐
- ☐

## Lighting

Key Light \_\_\_\_\_ Power \_\_\_\_\_

Fill Light \_\_\_\_\_ Power \_\_\_\_\_

Hair Light \_\_\_\_\_ Power \_\_\_\_\_

BG Light(s) \_\_\_\_\_ Power \_\_\_\_\_

Notes: \_\_\_\_\_

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# MODEL AGREEMENT AND RELEASE

THIS MODEL AGREEMENT AND RELEASE ("Agreement"), as dated below, is between \_\_\_\_\_ ("Photographer") and the undersigned model/performer ("I", "me", "myself"). The agreement is as follows:

## Verification of Age and Capacity

I verify that I am of legal age of majority (18+ years) at the time that these photographs are taken. I further verify that I have full legal capacity to execute this authorization without the consent or knowledge of any other person.

## Photographic Release

For valuable consideration, the sufficiency of which is hereby acknowledged, I hereby grant the following rights and permissions to Photographer, his heirs, legal representatives, and assigns, those for whom Photographer is acting, and those acting with his authority and permission. They have the irrevocable, perpetual and unrestricted right and permission to create and use photographic images, and video/audio recordings, of me, or in which I may be included, in whole or in part, or composite or distorted in character or form, without restriction as to changes or alterations, in conjunction with my own or a fictitious name, or reproductions thereof in color or otherwise, made through any medium at his studios or elsewhere, and in any and all media now or hereafter known, specifically including but not limited to print media and distribution over the internet for illustration, promotion, art, editorial, advertising, trade, or any other purpose whatsoever. I also consent to the use of any published matter in conjunction with such photographs. I hereby waive any right that I may have to inspect or approve the finished product or products and the advertising copy or other matter that may be used in connection with them or the use to which they may be applied. I hereby release, discharge, and agree to hold harmless Photographer, his heirs, legal representatives, and assigns, and all persons acting under his permission or authority or those for whom he is acting, from any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether intentional or otherwise, that may occur or be produced in the taking of such photographs, video, or audio or in any subsequent processing of them, as well as any publication of them, including without limitation any claims for libel or violation of any right of publicity or privacy. I hereby warrant that I knowingly may appear partially or totally nude in some or all of the photos. I have read the above authorization, release, and agreement, prior to its execution, and I am fully familiar with the contents of this document. This document shall be binding upon me and my heirs, legal representatives, and assigns.

## Terms for Paid Photo Session

I verify that I have entered into a Paid agreement with Photographer. I understand that this means that I will be financially compensated for my professional services rendered during this photographic session. I may also be financially compensated for reasonable travel expenses incurred solely for travel to and

from this photo shoot. The complete and total financial compensation package has been agreed upon by both parties and is as follows:

**Duration of Photographic Session (hours):** \_\_\_\_\_

**Payment for Professional Modeling Services:** \$ \_\_\_\_\_

**Payment for Travel Expenses:** \$ \_\_\_\_\_

**Total Payment:** \$ \_\_\_\_\_

I understand that this represents a one-time payment. Upon receipt, I waive all rights to additional payment or remuneration for my services rendered during this session, and I relinquish any right to compensation, financial or otherwise, from any future use of the images or recordings (or their derivatives) produced during this session. I understand that full copyright for all images and recordings produced during this session is retained solely and exclusively by the Photographer and that, by accepting payment, I have waived my rights to any present or future possession, personal or portfolio use, or commercial application of these images.

By signing below, Model acknowledges receipt of payment in full.

**Date:** \_\_\_\_\_

**Model's Signature:** \_\_\_\_\_

**Model's Printed Name:** \_\_\_\_\_

**Model's Address:** \_\_\_\_\_  
\_\_\_\_\_

**Model's Phone:** \_\_\_\_\_

**Model's Email:** \_\_\_\_\_



# MODEL AGREEMENT AND RELEASE

For valuable consideration received\*, I grant to \_\_\_\_\_ (“Photographer”) the absolute and irrevocable right and unrestricted permission concerning any photographs that he has taken or may take of me or in which I may be included with others, to use, reuse, publish, and republish the photographs in whole or in part, individually or in connection with other material, in any and all media now or hereafter known, including the internet, and for any purpose whatsoever, specifically including illustration, promotion, art, editorial, advertising, and trade, without restriction as to alteration; and to use my name in connection with any use if he so chooses. I acknowledge that I may appear partially or totally nude in some or all of the photos. I release and discharge Photographer from any and all claims and demands that may arise out of or in connection with the use of the photographs, including without limitation any and all claims for libel or violation of any right of publicity or privacy. This authorization and release shall also inure to the benefit of the heirs, legal representatives, licensees, and assigns of Photographer, as well as the person(s) for whom he took the photographs. I am a legally competent adult and have the right to contract in my own name. I have read this document and fully understand its contents. This release shall be binding upon me and my heirs, legal representatives, and assigns.

**\*Compensation: Digital copies of images from this shoot. Model may reproduce and display these images for any non-commercial, personal use or for on-line or printed model portfolios. Quantity and selection of images to be determined by Photographer.**

**Date:** \_\_\_\_\_

**Model’s Signature:** \_\_\_\_\_

**Model’s Printed Name:** \_\_\_\_\_

**Model’s Address:** \_\_\_\_\_

\_\_\_\_\_

**Model’s Phone:** \_\_\_\_\_

**Model’s Email:** \_\_\_\_\_