

# Guest ILLUSTRATION QUESTIONNAIRE

NAMES \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

WEDDING DATE \_\_\_\_\_

VENUE \_\_\_\_\_

WEDDING PLANNER \_\_\_\_\_

WEDDING PLANNERS # \_\_\_\_\_

## AMOUNT

Expect that around 75% of your guests will want a portrait. How many guests do you plan will have a portrait made?

- 50-60       90-100  
 70-80       110-120  
 Other \_\_\_\_\_

## PORTRAIT ADDITIONS

Any additions will be added near the bottom of the card, unless stated otherwise.

- Date       Location  
 Last name       Background detail  
 Other \_\_\_\_\_

## ARRIVAL TIME

Time of Ceremony: \_\_\_\_\_

Time of Reception: \_\_\_\_\_

I typically paint between 3-6 hours. My arrival time will depend on the amount of paintings requested or time allotted.

As a reminder, I will not finish the portraits while at your event. Guests are welcome to pick up their painting that night if it is complete. Any portraits that must be completed in the studio will be mailed to the Newlyweds. These are perfect to place in your Thank You cards!

## CEREMONY & RECEPTION

Is the Ceremony & Reception at the same location:  Yes     No

Cocktail hour:  Yes     No

If yes, is cocktail hour located in the same location:  Yes     No

Ceremony:  Indoors     Outdoors

Reception:  Indoors     Outdoors

## LOGISTICS & LOCATION

Will the guest portrait location for be pre-chosen for me?  Yes     No

Directions to your venue: \_\_\_\_\_

## SPECIAL PORTRAIT

I always include a portrait of the happy couple. This portrait does take more time as I spend extra attention to capturing the couple, background, and small details. Make sure that it is in your timeline to stop by and take a photo. I want to capture an extra special portrait of the happy couple!

If we don't secure a good photo that evening, then be sure to send me a photograph from your photographer when you get the opportunity!

## DRESS CODE

Do you have a dress code?  Yes  No

If yes, what is your dress code? \_\_\_\_\_  
\_\_\_\_\_

## POSING

There will be several predetermined poses for guests to choose from for the portrait paintings. A single Guest Portrait painting can have up to three (3) people on a single card. Children or babies can be added to a card with their parents. This is the exception to the "no more than three" rule.

Each guest can appear in one portrait. If they appear in more than one, then each appearance will count as a "new" guest.

## MEAL

Since painting live requires 100% intense focus, I often miss a break. I will likely be at your event for an average of 4 hours. If a meal and/or drink can be provided, I would greatly appreciate it!  
Will a meal be provided?

Yes  No

If no, I will plan accordingly!

## SPECIAL REQUESTS

Please provide colors from your theme or any special request you may have for the portraits that we have not discussed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## WEATHER CONDITIONS

If your event is held outside, will you provide protection from extreme weather?  Yes  No

If yes, please describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This questionnaire serves as a checklist for me, and covers most of the details that help ensure a seamless experience. If you have any questions or would prefer to set up a time to chat, please text or call: 859.333.7226. I'm very excited, and honored, to be painting for you! Please DOWNLOAD, complete, and save this form as 'your name.pdf' and EMAIL to emmyhunter16@gmail.com.

This is not a contract, but serves as a checklist for your consultation!