

## *Instructions + Important Info*

### **Making a reservation**

**Option 1** | Complete the online reservation form at:

[www.photoopshawaii.com/reserve](http://www.photoopshawaii.com/reserve)

OR

**Option 2** | Complete hardcopy form

Complete the 'Service Form + Agreement' (PDF file available online or via email) and send with \$150 deposit.

Mail to:  
Photo Ops LLC  
1835 Makuakane St.  
Honolulu, HI 96817

or

Drop off:  
1125 N. King St. Suite 302  
Honolulu, HI 96817  
(Loulou's Courte 2nd Floor)

or

Scan and email to:  
[allan@photoopshawaii.com](mailto:allan@photoopshawaii.com)



### **Deposits and payments accepted**

- Cash in person (Do NOT mail cash)
- Checks (personal + cashiers)
- Credit card via Paypal

Checks made payable to:  
**Photo Ops LLC**

Final payments made by check or credit card must be made 5 days before the event.

### **Space + Power**

Client will arrange for an appropriate space for the photo booth at the venue. For the luxe booth + stand up booth, we will need a 7ft x 7ft space. For the open-air booth, fusion portrait, and party portrait services we will need a 8 x 8 ft space. If you are having props, please make additional space for a table. Client is responsible for ensuring power (110V, 5 amps, 3 prong standard outlet) is available within 40 feet.

### **Client may need to provide:**

(1) 4 or 6ft table + (2) chairs

Invitation or graphics for design of the border. You may email invitation or mail with form.

Floor plan/layout of venue

Access passes for events being held on a military base.