

Please supply the following information:

Name \_\_\_\_\_ today's date \_\_\_\_\_

(this is your account #)

email \_\_\_\_\_ (please print clearly)

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

may I contact via text message? Yes / No

deposit required at time of photo session:

\$35.00 (individual or single family)

Proofs will be printed out and ready in approx 10 minutes!

\$50.00 (senior portraits or extended families)

if you will allow me to use your pictures as display in my studio, ad, web or other means of advertising.

Signature \_\_\_\_\_

### About Your Proofs

Thank you for allowing me the opportunity to photograph you and / or your family. I take great pride in the work that I do and will do the best to make your portrait as comfortable and quick as possible. You are required to pay a \$35.00 fee which will be refundable as a credit voucher to use toward your picture order. This \$35.00 is due when your pictures are taken (\$50 for extended families and Senior Portraits). I will deduct \$1.00 per proof for each proof printed and you will receive the balance of your deposite as a credit voucher that MUST be used within 10 days of portrait date. Your digital photographs are stored on my computer for those 10 days. After that date they are sent to an exterior hard drive and stored. (You will be able to order pictures after that date but will not be able to use your credit voucher toward your order.)

As always, there is not a setting fee!

If you have access to e-mail your photo session will be available on a photo gallery. You will receive a link and will have 10 days to view your gallery and place your order, however all orders must be sent to me with total amount due.

Your order will be sent to a professional lab where they major in quality of professional printing. There are a few ways to order, so please look over all the material on the front and back of your price list and order forms. When you have your order ready, please send it to me along with full payment at the address below. Include your account # if possible. (this is the date your photo was taken) Please allow 2 to 3 weeks for orders and an additional week if digital retouching is requested. For rush orders please add 20% to total order. (rush order is less than 5 working days) To have orders mailed to you please add 10% for postage. I hope you enjoy your pictures!

Account # \_\_\_\_\_ Amount Paid at Setting \_\_\_\_\_

# of proofs taken \_\_\_\_\_ @ \$1.00 each (minimum \$10) \_\_\_\_\_

File name \_\_\_\_\_ 0% sales tax \_\_\_\_\_

total \$ for proofs \_\_\_\_\_

Total credit from setting \_\_\_\_\_

Add'l amount due at order \_\_\_\_\_

### Credit Voucher

Name \_\_\_\_\_ Expiration date \_\_\_\_\_

This \$ \_\_\_\_\_ voucher is good toward your picture order account # \_\_\_\_\_

Please return it along with your order to exchange for credit. If returned within 10 days of portrait apply this amount on credit line on order form.