

Your Senior Portrait Proofs are here! What to do next?  
Take a moment to look through these instructions!

**Disclaimer:** Your proofs will not be touched up. Once a picture is ordered we will remove blemishes and do a minor touch up. There is an option of a premium touch up fee for \$25. Your proofs will be sent to the email address you provide at the time of your session.

1. Once you have viewed your photos, take note of the file names for the ones you would like to choose. Each photo has a file name with the name of the student followed by a number.

**Example :** john\_smith\_0.jpg

*\*selection must be your tux/drape with the grey background*

2. Attached is a form for you to fill out with your selections for yearbook and package orders. You will first select your yearbook photo. It is free to make a yearbook selection. At the top of the order form, directly under the box for the student's name, there is a box to fill out with your portrait choice for the yearbook. **You must make a yearbook selection by November 1st or one will be selected for you.**

*\*unless you take your pics after Nov. 1*

3. There are three packages available for purchase. In addition, we also offer add-ons such as an extra 8x10, more wallets, larger size portraits, etc. You may not order add on prints if you do not first purchase a package.

You may return the order form via email, or you can print it out and mail it to us. Once you return the form to us, we will email you an invoice to pay online via credit or debit card. We realize this may be a complicated process, so if you have any questions, please feel free to reach out to us at fieldandreed@gmail.com during the office hours of 9am-5pm. We will walk you through it step by step if need be! Go to the next page to view package options.

### Senior Portrait Packages

A	B	C
<b>Basic Package \$60.00</b>	<b>Premium Package \$90.00</b>	<b>Digital Download \$150.00</b>
-16 Wallets	-16 Wallets	- One High Resolution Digital Download for One picture
-2 5x7	- 4 5x7	- A signed release so you can get your own prints made.
-1 8x10	-2 8x10	

#### Add On Print Options:

\* You may only purchase add ons if you have first purchased a print package.

D	E	F
8 Extra Wallets \$10	2 Extra 5x7's \$10	Extra 8x10 \$10
G	H	I
11x14 \$25	16x20 \$57	16x20 Canvas \$250

#### Premium add ons:

<b>J: Prem - touch up</b>	<b>K: Teeth whitening</b>	<b>L: Eye enhancing</b>
\$25	\$10	\$10



As you look through your proofs take note of the number on the file name of the image. You will use this number to complete your order.

Ex. john\_smith\_0.jpg , john\_smith\_1.jpg , john\_smith\_2.jpg , etc.



Brannon01.JPG



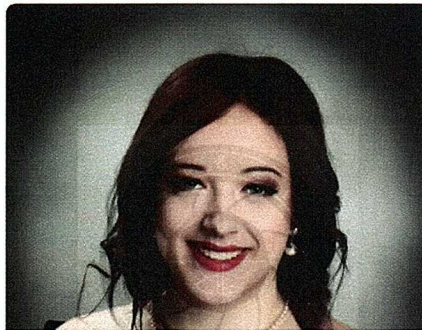
Brannon02.JPG



Brannon03.JPG



Brannon07.JPG



Brannon08.JPG



Brannon09.JPG

**Go to the next page to fill out your order form!**

## Senior Portrait Order Form

<b>Name:</b>	
<b>Email:</b>	
<b>Mailing Address:</b>	

<b>Yearbook selection image number:</b> Ex. john_smith_0.jpg	
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\* Your yearbook selection is free

### Print Package Orders:

<b>Image Number:</b>	
<b>Package:</b>	

<b>Image Number:</b>	
<b>Package:</b>	
<b>Image Number:</b>	
<b>Package:</b>	

### Add On Orders:

<b>Image Number :</b>	
<b>Add Ons</b>	
<b>Number of orders :</b>	
<b>Image Number :</b>	
<b>Add Ons:</b>	
<b>Number of orders :</b>	
<b>Image Number :</b>	
<b>Add Ons:</b>	
<b>Number of orders :</b>	