

PERFORMING ARTS ORDER INFORMATION

ORDERING INSTRUCTIONS

Your child's portraits will be labeled online "Last name_First name_A", B, or C. For example, Whitfield_Kyleigh_A is the file name for Pose A. You will then decide on which pose you would like to order (A, B, and C) and fill out the order form on the back of this information sheet. Please pick the sheet size and quantity for each pose you wish to order. Add any "Extra" items onto your order in the bottom column of your ordering graph. You may fill out one order form for up to 4 different children or 4 different classes. Write the child's name, class name and class meeting time/day in the space provided above each ordering column. If you would like to order Digital Images please fill out the necessary info in one or more of the boxes under the Digital Image Options.

Lastly, please fill out the Order Summary section, above the credit card info area, to calculate your balance. Please fill out the Credit Card information section or place a check and your order form in a sealed envelope and return it to the front desk at your Dance Academy.

*All portraits will be Professionally retouched and edited to remove any blemishes or marks. Please make checks payable to Kyleigh Whitfield Photography. Dishonored checks are subject to electronic recovery and processing fee. Use of a check as payment is your express authorization of this policy and terms. We are not liable for lost or stolen cash. If you have any questions about the ordering process please contact Kyleigh at 660-473-9324.

DIGITAL IMAGE COLLECTIONS NEW!!!!

You can now purchase Digital Images of your student and print or store their images on your own computer! With options of purchasing 1 image, 3 images, 6 images or all of your child's images, there are endless possibilities.

To place your Digital Image order please fill out the information on the back of this form under the Digital Image Options section. There are 3 ordering boxes under the Digital Image Options section, one box per student. If you have more than 3 children, please fill out an additional form.

Your Digital Images and print release will be emailed directly to you. We will also include an informational sheet on the best places to print your images to render the highest quality.

DIGITAL IMAGE PRICING

1 Image	3 Images	6 Images	All Images
\$25	\$60	\$99	\$149

PRICING

2 SHEETS	\$30
3 SHEETS	\$42
4 SHEETS	\$54
5 SHEETS	\$65
6 SHEETS	\$75
7 SHEETS	\$84
8 SHEETS	\$92
9 SHEETS	\$99
10 SHEETS	\$105
11 SHEETS OR MORE IS \$10 PER SHEET	

PARENT INFORMATION

NAME: _____
 PHONE: _____
 EMAIL: _____

ORDER SUMMARY

	QTY.	PRICE	TOTAL
Number of Sheets			
11x14 Wall Portrait		\$45	
Porcelain Ornament		\$25	
Coffee Mug		\$25	
Class Photo 5x7		\$9	
Class Photo 8x10		\$13	
			1. Total \$_____
Digital Image Options	1 Image \$25	3 Images \$60	6 Images \$99
Child Name: _____ BOX #1			
Child Name: _____ BOX #2			
Child Name: _____ BOX #3			
			2. Total \$_____
			Final TOTAL \$_____

View Online!

View your dance portraits on our website for an easy and simple way to pick your favorites!
You can NOT order directly from the website.

It's so easy! Go to:
www.KyleighWhitfieldPhotography.com
 and click on Proofing Galleries at the top of the page and type in your password.
 Passwords will be emailed to you once galleries become available to view.

Credit Card Information

Name on Card

Signature

Exp. Date
 [] [] [] []

Security Code
 [] [] []



Credit Card Number
 []



COLUMN 1

COLUMN 2

COLUMN 3

COLUMN 4

Child's Full Name: _____
 Class Name: _____
 Class Day/Time: _____

Child's Full Name: _____
 Class Name: _____
 Class Day/Time: _____

Child's Full Name: _____
 Class Name: _____
 Class Day/Time: _____

Child's Full Name: _____
 Class Name: _____
 Class Day/Time: _____

NEW DIGITAL IMAGE OPTIONS

Enjoy the flexibility of printing your own images and storing them on your own computer or harddrive! The Digital Image Collections are high resolution images that come with a print release for printing your own!
 *Please fill out one box below per child.

POSE A

Sheet Size	Quantity	Sheet Size	Quantity	Sheet Size	Quantity	Sheet Size	Quantity
8x10		8x10		8x10		8x10	
(2) 5x7's		(2) 5x7's		(2) 5x7's		(2) 5x7's	
(4) 3x5's		(4) 3x5's		(4) 3x5's		(4) 3x5's	
(8) Wallets		(8) Wallets		(8) Wallets		(8) Wallets	

Child's Full Name: _____ **BOX #1**
 Emails Address: _____
 *Your DIGITAL IMAGES & print release will be emailed to you.

1 DIGITAL IMAGE Class Name/Day & Time Class: _____ Day/Time: _____ POSE: A B C *Please Circle One	3 DIGITAL IMAGES Class Name/Day & Time Class: _____ Day/Time: _____ *Poses A, B & C will be included	6 DIGITAL IMAGES Class Names/Days & Times Class 1: _____ Class 2: _____ *Poses A, B & C will be included from 2 Classes	ALL CLASSES Digital Images from all of your student's classes. Please list classes below. _____ _____ _____ _____ *Poses A, B & C will be included from ALL Classes
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POSE B

Sheet Size	Quantity	Sheet Size	Quantity	Sheet Size	Quantity	Sheet Size	Quantity
8x10		8x10		8x10		8x10	
(2) 5x7's		(2) 5x7's		(2) 5x7's		(2) 5x7's	
(4) 3x5's		(4) 3x5's		(4) 3x5's		(4) 3x5's	
(8) Wallets		(8) Wallets		(8) Wallets		(8) Wallets	

Child's Full Name: _____ **BOX #2**
 Emails Address: _____
 *Your DIGITAL IMAGES & print release will be emailed to you.

1 DIGITAL IMAGE Class Name/Day & Time Class: _____ Day/Time: _____ POSE: A B C *Please Circle One	3 DIGITAL IMAGES Class Name/Day & Time Class: _____ Day/Time: _____ *Poses A, B & C will be included	6 DIGITAL IMAGES Class Names/Days & Times Class 1: _____ Class 2: _____ *Poses A, B & C will be included from 2 Classes	ALL CLASSES Digital Images from all of your student's classes. Please list classes below. _____ _____ _____ _____ *Poses A, B & C will be included from ALL Classes
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POSE C

Sheet Size	Quantity	Sheet Size	Quantity	Sheet Size	Quantity	Sheet Size	Quantity
8x10		8x10		8x10		8x10	
(2) 5x7's		(2) 5x7's		(2) 5x7's		(2) 5x7's	
(4) 3x5's		(4) 3x5's		(4) 3x5's		(4) 3x5's	
(8) Wallets		(8) Wallets		(8) Wallets		(8) Wallets	

Child's Full Name: _____ **BOX #3**
 Emails Address: _____
 *Your DIGITAL IMAGES & print release will be emailed to you.

1 DIGITAL IMAGE Class Name/Day & Time Class: _____ Day/Time: _____ POSE: A B C *Please Circle One	3 DIGITAL IMAGES Class Name/Day & Time Class: _____ Day/Time: _____ *Poses A, B & C will be included	6 DIGITAL IMAGES Class Names/Days & Times Class 1: _____ Class 2: _____ *Poses A, B & C will be included from 2 Classes	ALL CLASSES Digital Images from all of your student's classes. Please list classes below. _____ _____ _____ _____ *Poses A, B & C will be included from ALL Classes
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EXTRAS

EXTRAS	PRICE	QTY/Pose	EXTRAS	PRICE	QTY/Pose	EXTRAS	PRICE	QTY/Pose	EXTRAS	PRICE	QTY/Pose
11x14 Wall Print	\$45		11x14 Wall Print	\$45		11x14 Wall Print	\$45		11x14 Wall Print	\$45	
Porcelain Ornament	\$25		Porcelain Ornament	\$25		Porcelain Ornament	\$25		Porcelain Ornament	\$25	
Coffee Mug	\$25		Coffee Mug	\$25		Coffee Mug	\$25		Coffee Mug	\$25	
5x7 Class Print	\$9		5x7 Class Print	\$9		5x7 Class Print	\$9		5x7 Class Print	\$9	
8x10 Class Print	\$13		8x10 Class Print	\$13		8x10 Class Print	\$13		8x10 Class Print	\$13	

COMMENTS: _____

COLUMN 1 TOTALS: Sheets ___ Extras \$ ___
 COLUMN 2 TOTALS: Sheets ___ Extras \$ ___
 COLUMN 3 TOTALS: Sheets ___ Extras \$ ___
 COLUMN 4 TOTALS: Sheets ___ Extras \$ ___