

Picture Day Schedule Worksheet for

Timeless Studios * 303 Burnham Rd. * Oak View, CA 93022
Phone (805) 649-2385 * Toll Free Voice mail (888) 784-6353 * FAX (805) 649-5799
Web site: WWW.Timeless-studios.com * E-mail: Timeless@timeless-studios.com

The following information will be needed to schedule your picture day. Please update any changes:

Promotional code

CODE: _____

How did you hear about Timeless Studios?

Referred by: _____

Have you used Timeless Studios for school pictures before?

First time using Timeless Studios or returning client _____

What is the name of your school?

School Name: _____

Who is the school contact person for picture day?

Contact Person: _____

School phone: Home ph: _____ Cell: _____

How many will be photographed? Please do not include after care students taking pictures with their regular class. If less than 35 students, we need to schedule you with another area school. If you invite another school to join you, and your combined total reaches 50 items purchased.

E-mail: _____ Web site: _____

Both schools will get both FREE bonuses!

Number of students: _____

Mailing Address:

School Add: _____ Fax: _____

What is the address that the photographs will be taken at?

City/St/Zip: _____, _____

What is your nearest cross street?

Site add: _____ City: _____

What month(s) of year do you normally have Picture Day?

Cross Street: _____

When do you need finished packages by?

Months: _____

What are 3 alternative date choices for school picture day?

Due date for package delivery: _____

Are there any day, date, or time restrictions? List any day or times that would conflict with your school's schedule. (If a returning client) Do you want the same photographer?

Date choices #1 _____ #2 _____ #3 _____

Would you prefer proof or prepay picture day services?

Date/time restrictions: _____

Proofs: Proofs are sent back attached to order forms for parents to choose from (Allow 7 weeks minimum for delivery)

We would like the same photographer
 a different photographer for our next picture day.

Prepay: Pictures are paid for on picture day (Allow 4 weeks minimum for delivery). 100% money back guaranteed.

Choose one (previous choice was _____):
Proofs Prepay

Do you want class group photos taken also?

Class group photos: (previous choice was _____):

Title Block text for group photos:

Yes No Yes, but next season

What is the age range of the students?

Group photo text: _____

How early is your building open for the Photographer to get in to set up? What are your hours?

Age range: _____

What time would you like the photographer to start?

Hours building is open: _____

What time do you want photographer to finish by?

Class hrs: _____ to _____

(Allow Photographer one hour for equipment setup)

BONUS SELECTIONS: Minimums are based on one day and one location for each bonus qualified for.

Photography start time: _____ Finish by: _____

First choice - Minimum 50 items purchased

FUND-RAISER CHOICES: Only one choice can be a fund-raiser choice

Add a bonus - Schedule using the online form at www.timeless-studios.com

\$1 to go to the school for each person who buys

Add a bonus - Have another school join you for picture day

10% of total sales to go to school as fund raiser (prices slightly higher)

(Both schools get the added bonus)

NON-FUND RAISER CHOICES:

Add a bonus - Refer a school who reaches the 50 min. item purchase

\$1 coupon for each parent to use for a picture discount

(Both schools get the added bonus)

Folio frame holds 5x7 group photo and 3x5 individual photo

Add a bonus - Minimum 100 items purchased

Free Student achievement certificates program via the internet

Upgrade staff discount to free package "f - no bonus"

(Any items not qualified for as a bonus may be purchased)

Composites in place of posed group pictures

Upgrade free group from 5x7 to 8x10 size

Free Photo CD

Cumulative file photos

Free school web page

Free Year Book prints

Free student IDs

Is there another school in your building or neighborhood that may need our services or any school you would like to refer?

(*Both your school and referred school gets extra bonus)

Other school(s) you would like to refer with phone #:

Other School Contact Person: _____

Other Message: _____

Other School: _____ Phone () _____

You may submit this info several different ways: FAX 805-435-1659, Toll Free Voicemail 888-984-6353 leave name, phone#, enrollment and dates on voicemail, Call in and give info to representative at 805-649-2385, or use web "Schedule Now" form at WWW.Timeless-studios.com. Allow 3 days for confirmation.

*some restrictions apply