

# Graduation Portraits

**PICTURE THIS**  
PHOTOGRAPHY

3055 Princess Street  
Kingston ON K7L 4V2  
T | 613-634-1424  
F | 613-634-6141

[www.picturethiskingston.com](http://www.picturethiskingston.com)

## Order Information

1. Choose the pose(s) that you would like to order enlargements of. Check your proofs carefully for facial blemishes that may require retouching. For additional retouching information, please refer to the enclosed brochure or contact our studio.
2. Select the packages that you would like to order from the enclosed brochure. If you do not find a package to suit your needs, please make your selection from the custom packages section of your order form. Portrait sheets and specialty products may be ordered alone or in addition to a package. Please note that portrait sheet units cannot be divided between different poses.
3. Indicate the pose letter in the space provided beside the items that you are ordering. Circle your choice of finish and add the retouching amount to your total, if desired, for that selection. Transfer the combined total for each selection to the amount column on the right. For photo montage and signature series orders, remember to choose your style code and note that horizontal group photographs may not be suitable for all specialty layouts.
4. Please complete both bottom boxes to ensure accurate shipping and payment information.
5. Please enclose your payment in full. Note that prices do not include taxes and shipping charges. Make cheques payable to: Picture This. There will be a minimum \$20.00 service charge on all cheques returned unpaid. Postdated cheques are not accepted.

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**Multiple Pose Package Options**

If you have ordered the Family Special or Option 1, you may have photographs printed from two poses. Simply write the pose letter that you would like for each sheet unit in the package boxes below.

**Family Special**  
maximum 2 poses

Pose 1-8X10	Pose 1-8X10	Pose 2-5X7
Pose 2-5X7	Pose 4-3X5	Pose 4-3X5
Pose 8-2X3	Pose 8-2X3	Pose 8-2X3

**Option 1**  
maximum 2 poses

Pose 1-11x14		
Pose 1-8X10	Pose 1-8X10	Pose 2-5X7
Pose 2-5X7	Pose 4-3X5	Pose 8-2X3

**Portrait Packages**

(Please refer to your brochure for package contents)

Pose Letter	Qty.	Package Option	Traditional Finish	Blemish Retouching Add	Amount
Print selected pose letters in spaces provided		Family Special	191.00	10.00 / pose	
	1		179.00	10.00 / pose	
	2		138.00	10.00	
	3		115.00	10.00	
	4		92.00	10.00	
	5		92.00	10.00	
	6		69.00	10.00	
	7		46.00	10.00	
<b>Portrait Package Total:</b>					

**Join Our Gallery**

I hereby authorize Picture This Photography to use my photograph in promotional materials, advertising and displays.

Student Name \_\_\_\_\_  
 School \_\_\_\_\_  
 Parent Name \_\_\_\_\_  
 Parent Signature \_\_\_\_\_

(Please note: signature must be that of a parent or Guardian)

**Custom Packages**

(create your own package from the sheet choices below)

Pose Letter	Qty.	A La Carte Option	Black & White	Colour	Traditional Finish	Blemish Retouching Add	Amount
		1 - 16X20 portrait			65.00	10.00 / pose	
		1 - 11X14 portrait			45.00	10.00 / pose	
		1 - 8X10 portrait			25.00	10.00 / pose	
		2 - 5X7 portraits			25.00	10.00 / pose	
		4 - 3X5 portraits			25.00	10.00 / pose	
		8 - 2X3 portraits			25.00	10.00 / pose	

See sample below for order assistance if necessary.

**Photo Montage** \$65.00

Qty. 1  
Style # PM 1

Select your size (please circle):  
 8x10 \$30.00  
 11x14 \$65.00

Select your images:  
 Image 1 A  
 Image 2 C  
 Image 3 G

Colour  Black & White

\*Please clearly print your first name in the space provided exactly as you would like it to appear on your photo montage\*  
 J A N E

**Photo Montage**

Select your size and finish (please circle):

Size	Traditional Finish	With Blemish Retouching
8x10	\$30.00	\$50.00
11x14	\$65.00	\$85.00

\*Please clearly print your first name in the space provided exactly as you would like it to appear on your photo montage\*

Select your images:

Pose Letter	Colour	Black & White
Image 1		
Image 2		
Image 3		

Mail or drop off your order to:

**PICTURE THIS PHOTOGRAPHY**

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**Questions?**

If you have any questions about your order please call or visit our studio.

We would be happy to help.  
 Our office hours are:

Monday to Friday - 10:00am to 5:00pm  
 email: smile@picturethiskingston.com

**Signature Series Borders**

(Your portrait with a decorative border. Finished size is 8x10)

Pose Letter	Qty.	Border Style	Black & White	Colour	Traditional Finish	Blemish Retouching Add
		Style SS1			30.00	10.00 / pose
		Style SS2			30.00	10.00 / pose
		Style SS3			30.00	10.00 / pose

**Personalized Wallet Photographs**

Have your wallets personalized with your first name and graduating year.  
 All wallets ordered will be personalized for only \$18.00

Name (please print clearly) \_\_\_\_\_ Year \_\_\_\_\_

**Graduating Class Composite Photograph**

This wonderful memory of your graduation and graduating class friends is in full colour with the name of every student under their photo.

IMPORTANT DELIVERY NOTICE:  
 Class composite photograph orders can only be filled after the school has approved the list of graduates and spelling of names. This means that your composite print will not be delivered with your individual portrait order.



Each 11x14 Composite is only \$20.00

**Custom Package and Specialty Portrait Total:**

Please allow 4-6 weeks for delivery from the time we receive your order. Your completed portraits will be shipped directly to you.

**This section must be completed.**  
 (The above prices do not include taxes or shipping)

Sitting Fee Owing	
Package Option Total	
A La Carte Total	
Shipping & Handling	7.00
Sub-Total	
13% Sales Tax (5% g.s.t. + 8% p.s.t.)	
<b>Total Amount Enclosed</b>	

Sitting Number \_\_\_\_\_  
 Student Name \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City/Prov. \_\_\_\_\_  
 Postal Code \_\_\_\_\_ Telephone ( ) \_\_\_\_\_  
 School \_\_\_\_\_ Graduating Year \_\_\_\_\_  
 Method of Payment  
 Cheque  Debit/Cash (Do not mail cash)  Money Order  
 Visa  Am Ex  Mastercard  
 Card Number \_\_\_\_\_ Expiry Date M / Y \_\_\_\_\_  
 Cardholder Name \_\_\_\_\_ Cardholder Signature \_\_\_\_\_

Date Rec'd \_\_\_\_\_

Delivery Date/Method \_\_\_\_\_

CA DB CH MO VI MC Auth # \_\_\_\_\_

PM Date \_\_\_\_\_

Wallet Coupon Ret'd \_\_\_\_\_