

ORDER FORM

THREE WAYS TO ORDER:



ONLINE*

Visit shop.prestigeportraits.com



PHONE*

1.800.736.4775

Hours: M-F 8am-8pm; Sat 9am-8pm (EST).

**Note: Payment plans available*



MAIL

Fill out this form and return to:
Prestige Portraits
 601 West Ontario Drive
 PO Box 4101
 Muncie, IN 47307-0010

YEARBOOK POSE SELECTION

If your school allows you to select your yearbook pose, please write it here: (example: X4RX) _____

PERFECT PACKAGE WORKSHEET

1. Enter the point value from your price list for each product desired.
2. Enter the quantity of desired products and tally your points.
3. Enter the pose numbers of the poses you choose to use.
4. Sum the total points (not to exceed the total available points for your package).

PRODUCT	POINT VALUE	X	QUANTITY	=	TOTAL POINTS	POSE NUMBER(S) (EXAMPLE: X4RX)
1 - 20x24		x		=		
1 - 16x20		x		=		
1 - 11x14		x		=		
1 - 8x10		x		=		
2 - 5x7s		x		=		
4 - 4x5s		x		=		
8 - 2x3 wallets		x		=		
senior frame		x		=		
wallet frame		x		=		
wallet album		x		=		
wallet box		x		=		
5x7 tassel frame		x		=		
8x10 tassel frame		x		=		
wallet personalization		x		=		
linen finish		x		=		
protective finish		x		=		
extra proof set		x		=		
proof set & folio	Included in package					TOTAL POINTS
portrait CD archive						

Not all products are available to order through mail. If you are interested in designer or grad products, frames, etc. please order at shop.prestigeportraits.com



Please fill in information below. Session ID & Student Name

SESSION ID _____
(from proof access card)

STUDENT NAME _____

Additional Packages & Products

PACKAGES	TOTAL PRICE
package item #: _____	
package name: _____	
size: _____ qty: _____ pose#: _____	
size: _____ qty: _____ pose#: _____	
size: _____ qty: _____ pose#: _____	
size: _____ qty: _____ pose#: _____	
size: _____ qty: _____ pose#: _____	
size: _____ qty: _____ pose#: _____	
size: _____ qty: _____ pose#: _____	

PRODUCTS	QTY	PRICE	TOTAL PRICE
proof set & folio			
proof set only			
additional folio			
wallet album			
wallet personalization (see below)			
premium retouching			
linen finish			
protective finish			
extra pose			
subtotal products			

A LA CARTE/ADD ONS
To order designer products, please shop online at shop.prestigeporraits.com

item #: _____ size: _____ qty: _____ pose#: _____	
item #: _____ size: _____ qty: _____ pose#: _____	
item #: _____ size: _____ qty: _____ pose#: _____	
item #: _____ size: _____ qty: _____ pose#: _____	
item #: _____ size: _____ qty: _____ pose#: _____	
item #: _____ size: _____ qty: _____ pose#: _____	
subtotal packages & a la carte	

WALLET PERSONALIZATION

1. Print your name (as it will appear) in the boxes below:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--


2. Include graduation year? yes (year: _____) no

special instructions:

Subtotal (packages, a la carte and products)	
Sales Tax (see proof access card for applicable tax rate)	
Shipping	\$7.50
Portrait Order Total	
Less Proof Deposit (from proof access card. Sitting fee is not a deposit)	
Current Total	
Payment Enclosed	
COD Charge (50% of portrait order total is required)	\$6.50
Balance Due	

Ship to:
Name: _____
Address 1: _____
Address 2: _____
City: _____ State: _____
Zip: _____
Home Phone: _____
Work Phone: _____
Email Address: _____

* We reserve the right to correct mathematical errors. We are not liable for failure or delay to produce or deliver portraits caused by transportation, materials, labor disputes, natural disasters or any other cause beyond our control. For C.O.D., a minimum of one half of the order balance is due with your order. The remaining amount is due upon delivery of your portraits.

Payment Method: Check or money order (payable to Prestige Portraits by Lifetouch)
 Credit Card:    

Card Number: _____ Expiration Date: ____/____/____
 Printed Name: _____ Signature: _____