

## 4-5 Grade Boys Basketball Pictures for Bismarck Parks and Recreation District Programs

Pictures will be taken by Voigt Photography. **Please bring your completed picture order form (handed out by coach) with payment in a sealed envelope on the following day.**

**Your team's 4<sup>th</sup> or 5<sup>th</sup> grade coach will let you know the picture day and time for your child's team, please refer to the coach.**

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### To All Parents and Coaches,

Thank you for being patient on getting your kid's photo orders. Please help me ensure the best picture experience possible as follows:

- If it is sunny on picture day, I will not take images of your kids in the sun even if parents want their child by sport theme location (e.g., tennis net, soccer goal net, baseball field). Please allow me as the photographer to make the best choice for pictures.
- When I am taking pictures, I ask all parents and coaches to please stand off to the side. Please do not stand behind me as this will extend the photographer's time.
- **NO CELL PHONES ARE TO BE USED DURING THE PHOTOGRAPHER'S PICTURE TIME.** If you want to take a picture of your child, please do so on your time.
- **Please do not rush the photographer during pictures; it takes time to work with small kids and big groups.**
- **ORDER ALERT** – If you do not have your child's order with payment in a sealed envelope with your **child's name, team, sport, shirt color, date and sport location on the envelope, I will not take your order that day and you will need to mail your order with payment and information.**
- **If you have more than one child**, then you need an order form and check per child (i.e., **one order form, one check, one envelope per child**). I know some parents don't want to write out more than one check, but this will be easier to organize and save time.
- **If you want to order, remember after 5 days it is a late order and there will be a late fee.** Too many late orders hold up the group orders and delays the time to get orders out. If you are late on ordering, then you need to fill out the order form with a check and mail it, plus you still need all information on your child on the order form and the team and date that your child had pictures taken.
- I am not responsible for any lost money or order forms if they are not sealed in envelopes. We do have some windy days, and I don't want to lose an order and money. Please seal up your orders in envelopes to save time.
- Picture order forms can be found on the program page that your child is participating in on the [www.bisparks.org](http://www.bisparks.org) website and a paper copy of the picture order form will be provided to participants prior to picture day.

I know by working together it will make the day and order flow better. Thank you so much!

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