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.

## **Late Picture Orders**

If you do not submit a paper order form and payment on picture day, please follow late order instructions on the picture order form and below:

• If you want to order pictures, on the order form it says there will be a shipping charge 5 days after picture day. Please do not give your order form and payment to the coach if you want to order and you did not get your order in on time at picture day. Then you need to call Voigt Photography so you can get your order in on time or mail out the order form with payment by the next day so your order will be on time. Otherwise, your order will be late. If it is, you can still order but you will need to pay the shipping charge. The Voigt Photography address and office phone number is on order form.

## **Picture Order Issues**

For any picture questions or concerns about your ordered pictures, you should contact Voigt Photography directly via 701-252-4357 and <a href="marryvoigtphoto@daktel.com">marryvoigtphoto@daktel.com</a>.

## **Additional Instructions**

- Please look over the <u>picture order form</u>. On the order form by the \*Add On's, it says (Only with Package Purchase Required). How you order: you need to choose a package above and then choose your Add On's. If you don't want package A-G, then you can build your own package by choosing the Add On's, but the amount needs to be \$16 or higher per child per sport. Otherwise, you can choose on Add On's #4, which is image release for \$55 with a package purchase above order form.
- Please have your order form filled out per child and please write out checks per order form per child. This helps the lab, so they don't get confused on a child order form. If you need more order forms, please print them from the Bismarck Parks and Recreation website.
- Please have each order form per child with your payment in a sealed envelope so your payment won't get lost.
- If you have any questions on the order forms, please call Voigt Photography before the photo date of your child due to the time required to take pictures that day. Mary (photographer) needs to stay focused on the time and kids to get pictures taken.