



DISTRIBUTION OF GRADUATION PHOTOS

Westwood High School 2016-2017

DISTRIBUTION : November 2nd and 3rd from 12:07 to 12:55 in the Grad cafeteria.

REFUND : November 4th from 12:07 to 12:55 in the Grad cafeteria.

RETAKES : November 9th from 11:30 to 12:45 in the conference room .

A DEPOSIT OF \$65.00 WILL BE REQUIRED ON DISTRIBUTION DAY

Purchase of the complete package

The package includes 106 photos for \$65.00. If you were to buy all this by separate sheets it would cost you over \$150.00.

A **deposit of \$65.00** cash or cheque (**make sure that your phone number appears on the cheque**) made out to **Studio Nan C** will be required in order for your child to take the photos home. If you decide to buy the full package, your deposit cheque will be cashed the day following refund day and all the photos become your property.

Partial purchase

Use the order form included with the photos.

How to proceed

- ▶ Indicate the package that you are keeping;
- ▶ Add your purchases and write a cheque in that amount;
- ▶ Bring the unwanted photos and the cheque to the school on refund day;
- ▶ If you had left a cheque as your deposit, we will then exchange it for the new cheque representing your purchases. For security reason, if you had left a cash deposit, our representative will issue a refund coupon and we will issue a refund cheque which will be mailed directly to your house.

Students who did not claim their photos on distribution day will have the opportunity to get their photo package on refund day. A payment of \$65.00 cash or cheque will be needed. If you decide on a partial purchase, use the order form and proceed as explained above. Mail the unwanted photos directly to Studio Nan C within 10 days. At that time, a cheque representing your purchases will not be needed as we will issue a refund cheque and mail it directly to your house.

Don't forget that you are paying for the photos that you are keeping, not the photos that you are returning.

NOTE: If you are not satisfied with your graduation photos and you would like to attend the retake session, keep the original package until we send you the proofs of the retake. We will then exchange the original photos for the retake photos. The cost of retake is \$20 for 1 pose, \$25 for 2 poses, \$30 for 3 poses payable that day to the photographer.

For further information, please contact Studio Nan C. **514-322-7476**