



## Manitoba Institute of Trades & Technology

### Thursday, November 30<sup>th</sup>, 2017

**\*\* All photo appointments will be on a first come, first serve basis starting at 11:00am until 1:30pm and following convocation until 5:30pm \*\***

#### Individual Grad Photo Information

- **\$15.00 Session Fee;** to be paid to the photographer at the time of your session. Cash or cheque only; payable to Lifetouch Canada.
- Four poses are taken of you in the traditional cap and gown.
- Your photographer will provide all grad attire, white collared dress shirt & black tie (if needed), for your photo session only. Students must have hair & makeup done before the session starts.
- ***Location of your formal cap and gown photos, will take place at the RBC Convention Centre.***

#### A Word about Individual Grad Photo Proofs & Package Ordering

- Photo proofs will be delivered by Canada Post about 2-3 weeks after your portrait session.
- There are various package options to choose from. All package information will be included with your proofs. Should you have any questions regarding the photo packages, please call the Customer Service phone number located on your proof form.
- You have the option of ordering your package online – online access information will be included with your photo proofs. If ordering by mail, please send your order **directly** to Lifetouch.
- Packages will be mailed directly to your home address.  
**Note: Individual grad portrait and family portrait orders cannot be combined into one package.**

#### Family Photo Information

- One pose will be taken for each Family.
- ***Location of your Family photos, will take place at the RBC Convention Centre.***

If you wish to have a Family portrait, simply fill out the order form below and along with payment, please give it to the photographer at the time of your appointment.

Option # 1	2 – 5x7	Family Photo	<b>\$20.00</b>	_____
Option # 2	4 – 5x7	Family Photo	<b>\$35.00</b>	_____
Option # 3	1 – 8x10	Family Photo	<b>\$20.00</b>	_____
<b>TOTAL AMOUNT:</b>			<b>\$</b>	_____
<b>Payment may be cash or cheque; payable to Lifetouch Canada - (tax and shipping is included)</b>				
<b>Graduate Name (only):</b> _____  <b>Mailing Address:</b> _____  <b>City:</b> _____ <b>Prov:</b> _____ <b>Postal Code:</b> _____				