

PERRIS UNION HIGH SCHOOL DISTRICT
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, made and entered into this 22nd day of July, 2020, by and between the Perris Union High School District of Riverside County, California hereinafter referred to as "District," and Cherished Memories Photography hereinafter referred to as "Consultant".

WITNESSETH:

WHEREAS, it is the desire of the District to contract with Consultant to provide Photography and ID Card Services at Perris High School, Paloma Valley High School, Heritage High School, Pinacate Middle School, the California Military Institute, and the Human Resources Department.

WHEREAS, in consideration of the mutual promises of the parties hereto, the District hereby retains the Consultant upon the terms and conditions set forth, and the Consultant hereby accepts said retention and agrees to render the services upon said terms and conditions.

1. **TERM:** The term of this Agreement shall commence on the date hereof and terminate June 30, 2021, unless terminated earlier pursuant to Section 15.
2. **INCORPORATED DOCUMENTS:** The following documents are attached to and incorporated into this agreement: EXHIBIT D: Cherished Memories Pricing and Package Flyers.
3. **SCOPE OF WORK:** As directed by the District, the Consultant agrees to the following:
 - A. Consultant shall provide the services set forth in Exhibit B: Photography Scope of Work and Exhibit C: ID Card Specifications and Scope of Work
4. **DISTRICT DESIGNEE:** Consultant shall provide its Services and Products to Site Designees. All Services and Products shall be subject to the approval of Site's Designee.
5. **EXPENSES:** Consultant agrees and understands that some travel may be required, at Consultant's expense, to District school sites and/or to other locations. These travel expenses are not reimbursable and shall be considered to be an ordinary expense of this Agreement. Consultant shall not invoice the District for travel time from home office to a District location. The Consultant shall assume all ordinary expenses incurred in the performance of this Agreement. Such ordinary expenses shall include, without limitation, document reproduction expenses, travel expenses, and telephone charges. Services and expenses that are above the ordinary and may be required shall not be reimbursable unless authorized in writing by the District's Designee, and shall be covered by addendum to this Agreement.
6. **SUBCONTRACTORS: NO SUBCONTRACTORS WILL BE HIRED UNDER THIS AGREEMENT.**
7. **INDEPENDENT CONTRACTOR:** Consultant shall be an independent contractor for District and not an employee. Consultant understands and agrees that it and all of its employees shall not be considered officers, employees or agents of District, and are not entitled to benefits of any kind normally provided to employees of District, including but not limited to, state unemployment compensation or workers' compensation. Consultant assumes full responsibility for the acts and omissions of its employees or agents related to the Services contemplated by this Agreement. Consultant assumes full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes, for employees performing the Services.

The Parties acknowledge Labor Code section 2750.3 and its potential impact on independent contractor relationships. The Parties agree that: (1) Consultant shall be responsible for the control and direction of its own employees and personnel in the performance of the Services under this Agreement; (2) the Consultant's personnel shall only perform work that is outside the usual course of the District's function of educating children; and (3) Consultant's personnel shall be engaged in business

independent of the District. Consultant shall defend and indemnify the District against any claim by any worker that it is actually an employee of the District.

8. **ASSIGNMENT:** Consultant shall not assign this Agreement or any interests therein without the prior written approval of the District. Any such attempt to assign or sublet this Agreement without District approval shall be invalid.
9. **CONFIDENTIALITY:** Consultant and all employees designated by Consultant to perform under this Agreement shall maintain the confidentiality of all information received while providing the Services. This requirement shall extend beyond the effective termination or expiration date of this Agreement.
10. **EXECUTION OF CONTRACT:** Consultant shall not commence providing Services under this Agreement until it has provided evidence satisfactory to the District that it has secured all insurance required under Exhibit "A".
11. **INDEMNIFICATION:** Consultant shall defend, indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions or willful misconduct of Consultant, its officials, officers, employees, agents, consultants and contractors arising out of or in connection with the performance of the Services or this Agreement, including without limitation the payment of all consequential damages and attorney's fees and other related costs and expenses. Consultant shall defend, at Consultant's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against District, its directors, officials, officers, employees, agents or volunteers arising out of or in connection with the performance of the Services or this Agreement. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, agents or volunteers, in any such suit, action or other legal proceeding arising out of or in connection with the performance of the Services or this Agreement. Consultant shall reimburse District and its directors, officials, officers, employees, agents and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided in connection with the performance of the Services or this Agreement. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials, officers, employees, agents or volunteers.
12. **DELIVERABLES:** The Services and/or Products required for the performance of the Services under this Agreement must be provided to the District's Designee no later than ten (10) days before the expiration of the term of the Agreement or at intermediate dates as requested by District's Designee. Failure to do so will result in the District withholding payment of progress or final invoice of Vendor until said Services and/or the Products are received by the District's Designee.
13. **FEE:** For Services and Products provided under the Agreement, Students will pay Consultant based off of the rates set forth in Exhibit D -School Photography Pricing Information.
14. **PAYMENT TERMS:** Net 30 days from date invoice received in Business Services at Perris Union High School District.
15. **TERMINATION:** This Agreement may be terminated by District, for any reason, during the life of this Agreement, by giving thirty (30) days' notice to Consultant. Said notice shall be in writing and shall be delivered to the addresses listed for the Consultant. Consultant may terminate this Agreement only if District breaches this Agreement and shall give 30 days' written notice to District of its termination. Such notice shall be delivered to the District's Designee and shall set forth reasons for the termination.
16. **FORCE MAJEURE:** "*Force Majeure*" means any act or event that prevents or delays the affected Party from performing its obligations in accordance with this Agreement, if such act or event is beyond the reasonable control, and not the result of the fault or negligence, of the affected Party and such Party has been unable to overcome such act or event with the exercise of due diligence (including the expenditure of reasonable sums). Force Majeure includes but is not limited to: (i) acts of God and other natural phenomena, such as storms, extraordinary seasonal conditions, tornados, hurricanes, floods, lightning, landslides, and earthquakes; (ii) explosions or fires arising from lightning or other causes unrelated to the acts or omission of the Party seeking to be excused from performance; (iii) acts of war or public disorders, civil disturbances, riots, insurrection, sabotage or vandalism, epidemic, pandemic, terrorist acts, or rebellion; (iv) any industry or trade-wide national labor dispute or strike or any other strike or labor dispute not directed solely at a contractor or vendor; (v) any Utility power outage at the Premises; (vi) a reasonably unanticipated action, delay or failure to act by a Governmental Authority, including a moratorium on any activities related to this Agreement.

17. **FISCAL YEAR:** Consultant understands and agrees that this Agreement may involve services to be performed in different school fiscal years. While it is the intent of the District to utilize the Consultant continuously throughout the term irrespective of fiscal year, Consultant and District agree and acknowledge that all services in fiscal years subsequent to the fiscal year of Agreement execution is contingent upon availability of continued funding.
18. **AUTHORITY:** In accordance with California Education Code Section 17604, this Agreement is not valid or an enforceable obligation against the District until approved or ratified by motion of the Governing Board duly passed and adopted.
19. **ENTIRE AGREEMENT:** It is understood and agreed that this Agreement sets forth the entire understanding of the parties regarding the subject matter thereof, and no modification or amendment to this Agreement shall be binding unless said modification or amendment is in writing and duly executed with the same formality as this Agreement itself. This Agreement shall be binding on the successors and assigns of the parties.
20. **PERMITS & LICENSES:** Consultant shall, during the term of this Agreement, obtain and maintain all licenses, certificates, permits and approvals of whatever nature that are legally required to provide the Services.
21. **GOVERNING LAW:** This Agreement shall be governed by the laws of the State of California.
22. **COMPLIANCE:** Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the provision of the Services and/or the Products, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with providing the Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the District, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold District, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations. Consultant shall provide all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by others in the same profession in California. Consultant represents and warrants that all employees have sufficient skill and experience to perform the Services assigned to them.
23. **RECORDS:** Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.
24. **FINGERPRINTING:** This contract is subject to the provisions of Education Code Section 45125.1. Consultants' employees are required to submit fingerprints to the Department of Justice where an employee may come into contact with students at any site. The Department of Justice will ascertain whether the employee has a pending criminal proceeding for a violent or serious felony or has been convicted of a violent or serious felony as they are defined in Penal Code Sections 667.5c and 1192.7c respectively. Consultant shall not permit an employee to come in contact with students until the Department of Justice has ascertained that the employee has not been convicted of a felony as defined in Education Code Section 45122.1. Consultant shall certify in writing to the District that none of its employees who may come in contact with students have been convicted of a felony as defined in Education Code Section 45122.2. District may request the removal of an employee from a site at any time. Failure to comply with this provision may result in termination of the Contract.
25. **NONDISCRIMINATION:** It is the policy of the District that in connection with all work performed under contracts, there be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, religious creed, sex, age, or marital status. Each Contractor agrees to comply with applicable Federal and California laws including, but not limited to, The California Fair Employment Practice Act, beginning with Government Code Section 12900, Labor Code Section 1735, and Title 5, Division 1, Chapter 1, Subchapter 4 of the California Code of Regulations. In addition, each Contractor agrees to require like compliance by any subcontractors employed on the work by him.
26. **WORKERS' COMPENSATION:** In accordance with the provisions of Section 3700 of the Labor Code, Contractor shall secure the payment of compensation to employees.

27. **WAIVER:** No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.
28. **SEVERABILITY:** In the event any portion of this Agreement shall be finally determined by any court of competent jurisdiction to be invalid or unenforceable, such provision shall be deemed void and the remainder of this Agreement shall continue in full force and effect.

Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective party.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date written above:

CONSULTANT:

Type or Print Consultant's Name

Consultant's Signature

Date

Consultant's Address

City State Zip

Phone Fax

Consultant's Email Address

DISTRICT:

Type or Print District Approver's Name

District Approver's Signature

District Approver's Title

Date

EXHIBIT "A" - Insurance Requirements

- A. **Minimum Requirements.** Consultant shall, at its expense, procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Consultant, its agents, representatives, employees or subcontractors. Consultant shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:
- B. **Minimum Scope of Insurance.** Coverage shall be at least as broad as the latest version of the following: (A) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (B) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (C) *Workers' Compensation and Employers' Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
- C. **Minimum Limits of Insurance.** Consultant shall maintain limits no less than: (A) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (B) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; and (C) *Workers' Compensation and Employer's Liability*: Workers' compensation limits as required by the Labor Code of the State of California. Employers Liability limits of \$1,000,000 per accident for bodily injury or disease.
- D. **Professional Liability.** [INCLUDE IF APPLICABLE] Consultant shall procure and maintain, and require its sub-consultants to procure and maintain errors and omissions liability insurance appropriate to their profession. Such insurance shall be in an amount not less than \$1,000,000 per claim, and shall be endorsed to include contractual liability.
- E. **Insurance Endorsements.** The insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:
- (1) **General Liability.** The general liability policy shall be endorsed to state that: (A) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insured with respect to the Services and/or the Products or operations performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work; and (B) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it.
 - (2) **Automobile Liability.** The automobile liability policy shall be endorsed to state that: (A) the District, its directors, officials, officers, employees, agents and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Consultant or for which the Consultant is responsible; and (B) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Consultant's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents and volunteers shall be excess of the Consultant's insurance and shall not be called upon to contribute with it.
 - (3) **Workers' Compensation and Employers Liability Coverage.** The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Consultant.
 - (4) **All Coverages.** Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its directors, officials, officers, employees, agents and volunteers.
- F. **Other Requirements.** All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents and volunteers. Any deductibles or self-insured retentions must be declared to and approved by the District. Consultant shall guarantee that, at the option of the District, either: (A) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its directors, officials, officers, employees, agents and volunteers; or (B) the Consultant shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the District. Consultant shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the District if requested. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.

EXHIBIT B - PHOTOGRAPHY SCOPE OF WORK

At a minimum, services shall include the requirements set forth below. The District and/or Sites reserve the right to select only the products and services that are deemed necessary and/or appropriate.

1. Student Pictures and Make-Ups

1. Photo sessions of the entire student body shall occur for 4 (four) days at each school for registration before school starts.
2. Planning and scheduling must be done no later 60 days prior to services taking place
3. Make-up photo dates shall be provided the first week of school and the first week of September.
4. Planning and scheduling must be done no later 60 days prior to services taking place
5. Adequate personnel, equipment, and supplies, must be provided to process the large volume of students.
6. All photos shall be provided digitally via a USB flash drive for upload into the student information system. Digital transfers of data will not be allowed.
7. All photos shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.

2. Senior pictures and Make-Ups

1. Senior photos for “yearbook only” shall be free from sitting fees. All “yearbook only” photos shall be provided digitally to the yearbook advisor.
2. Senior photos for “purchase packages” may include a sitting fee. This fee shall be determined by the Consultant and must be itemized on the order form.
3. Make-up photo dates shall be arranged between the designated school agent and the company representative.
4. A minimum of five (5) on-campus senior portrait dates must be provided. Dates shall be arranged between the designated school agent and the company representative.
5. Adequate personnel must be provided to process the large volume of students

3. School Staff Pictures

1. Staff photos shall be included during the same dates as Student Pictures and Student Picture make-up dates. Packages shall be provided to staff at no charge.
2. School staff panoramic picture shall be included.
3. Administration team photo shall be provided.
4. All photos shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.

4. Special Event Pictures

1. Homecoming Dance and Prom
 1. Photographer must be provided at each site’s Homecoming Dance and Prom for candid shots and individual/couples pictures. Photographer must offer packages for a price to individual/couples. This fee shall be determined by the Consultant and must be itemized on the order form.
 2. All candid shots shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.
2. Homecoming and “Senior Night” Football Games
 1. Photographer must be provided for candid shots at each site’s Homecoming Game and Senior Night Games.
 2. All photos shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.
3. Graduation
 1. Photographer must be provided at each site’s graduation for candid shots and a picture of each graduate. Photographer must offer packages for graduates. This fee shall be determined by the Consultant and must be itemized on the order form.
 2. All candid shots shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.
4. Other Special Events
 1. Hourly rate shall be provided for “other” special events such as Robotics Tournaments, FFA Events, various athletic and academic competitions, etc.

2. All photos shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.
5. Senior panoramic picture shall be provided digitally via a USB flash drive to the yearbook advisor. Digital transfers of data will not be allowed.
6. Underclassmen and senior pictures are to be submitted on a timecard to designated school agent (for yearbook publisher).
7. A minimum of three (3) hard copies of photo book shall be provided for Administration.
8. Order forms must be delivered to all sites by no later than the first week of February so that that each site can distribute to their feeder schools well before the end of the school year.
9. All photography data transfers must be coordinated directly with the Technology Department.


EXHIBIT C - ID CARD SPECIFICATIONS AND SCOPE OF WORK

At a minimum, proposals shall include the requirements set forth below. Bidder may propose other products and services in addition to those listed to enhance the school's program. The District reserves the right to select only the products and services that are deemed necessary and/or appropriate.

1. Each school site's students and staff shall receive one (1) ID card printed by the Consultant for each school year.
 1. Site staff shall be involved in the design and have final approval of all ID card designs
2. Each employee of the District shall receive one (1) ID card printed by the Consultant for each school year.
 1. The Human Resources Department shall be involved in the design and have final approval of all ID card designs
3. A minimum of one (1) ID printer and (1) camera shall be loaned to each school site and the Human Resources Department for use throughout the year. The printer and camera will be used for incoming students and/or employees and lost or damaged cards.
 1. Ink, blank ID cards, and any other supplies for the ID printer shall be provided to the school site at no additional charge.
 2. Maintenance and any necessary repairs for the ID printers and cameras shall be included at no additional charge.
 3. Any requested maintenance or repairs for the ID printers and cameras shall be provided within 24 hours.
 4. If the ID printer or camera is going to be out of service for more than 48 hours due to maintenance and/or repairs, Consultant shall provide a loaner until the other is fixed.
4. Consultant shall have the ability to generate multiple ID card templates to be used by the photographers during the initial photos and by the school site and/or Human Resources afterwards.
5. ID cards must be capable of having punches or alternate means of noting students with special privileges or memberships such as club affiliation, off-campus lunch, and/or early release/late start.
6. ID cards must have a barcode that corresponds with the student or employee identification number.
7. Data and image files will be provided for all ID card services
 1. All data and image files must correspond to student or employee ID number
 2. Follow all necessary procedures to download into our database
 3. Consultant Coordinate all data transfers directly with the Technology Department
8. All necessary software must be provided at no additional charge
 1. Consultant shall work with the Technology Department to install all software

EXHIBIT D -SCHOOL PHOTOGRAPHY PRICING INFORMATION

1. Underclass and Middle School Pricing



Cherished Memories
PHOTOGRAPHY

Ordering Information

To place an order with us, simply return this card with payment during registration week.
You can also order by calling us at 951-304-4133.

Order Form

Students Name: _____
Phone Number: _____
STUDENT ID: _____

Item	Price	Quantity	Total
A	\$60	x	
B	\$45	x	
C	\$30	x	
D	\$20	x	
E	\$15	x	
M	\$18	x	
MP	\$14	x	
Retouching	\$10	x	
8x10	\$10	x	
2-5x7	\$10	x	
8-wallets	\$10	x	
TOTAL			

PAYMENT INFORMATION
CASH ENCLOSED OR CHECK # _____
CC# _____
EXP: _____ CVC: _____ ZIP _____

<p>Package A</p> <p>2-8x10 6-5x7 32-wallets \$60.00</p> <p><i>Most Value!</i></p>	<p>Package B</p> <p>1-8x10 4-5x7 24-wallets \$45.00</p> <p><i>Most Popular!</i></p>	<p>Package C</p> <p>4-5x7 16-wallets \$30.00</p>	<p>Package D</p> <p>2-5x7 8-wallets \$20.00</p>
<p><i>A la Carte Options</i></p> <p>1-8x10 or 2-5x7 or 8-wallets \$10.00</p>			
<p>Package E</p> <p>1-5x7 4-wallets \$15.00</p>	<p>Package M</p> <p>Photo Mug \$18.00</p>	<p>Package MP</p> <p>Photo Mousepad \$14.00</p>	

Photo Retouching
\$10.00

We remove acne/blemishes, whiten your eyes and teeth, and lighten any bags under the eyes. Birthmarks and moles will be left alone.

2. Dance Pricing (Prom, Winter Formal, etc.)

- a. **Photobooth:** \$650 per event. Includes unlimited pictures taken during the amount of time. Students will receive a physical print as they leave the photobooth.



Cherished Memories
PHOTOGRAPHY

Formal Portrait Pricing

<p>Package A</p> <p><small>(3 poses including 1 couple photo, and individual photos of each)</small></p> <p>(1) 8x10, (2) 5x7, (16) Wallets of the couple, (2) 5x7 & (8) Wallets of Lady (2) 5x7 & (8) Wallets of Gentleman</p> <p>\$50.00</p>	<p>Package B</p> <p>(1) 8x10 (4) 5x7 (16) Wallets</p> <p>\$35.00</p>	<p>Package C</p> <p>(4) 5x7 (16) Wallets</p> <p>\$25.00</p>
<p>Package D</p> <p>(2) 5x7 (8) Wallets</p> <p>\$15.00</p>	<p>Package E</p> <p>(1) 5x7 (4) Wallets</p> <p>\$10.00</p>	<p>Buddy Photos</p> <p><small>Must be 3 or more people in photo</small></p> <p>Each person will receive (1) 5x7 & (4) wallets</p> <p>\$5.00/per person</p>
<p><small>Any add on Unit (1-8x10 or 2-5x7s or 8-wallets)</small> \$10.00</p>		

www.ourcherishedmemories.com

951.304.4133

3. Graduation Pricing



Need to place an order? Here's how...

ONLINE: For the fastest delivery, order online at www.ourcherishedmemories.com

MAIL: Complete and return this form with payment

Phone: Call us Mon-Fri 10am-6pm PST (951) 304-4133

To view candid photos from the graduation, go to:

TO:

PIN #:
Event:

*****ORDER DEADLINE****

Featured Packages

Package A – Grad Plaque, 2-8x10, 4-5x7, & 8-wallets

Please fill out Grad Plaque info below with this package!

\$79.95

Package B – 1-8x10, 4-5x7, & 8-wallets

\$49.95

Package C – 2-5x7 & 8-wallets

\$24.95

Pose #1

Pose # 2

New Mahogany Grad Plaque!! - \$34.95



This special product includes your name, the name of the school and the date of the graduation on a mahogany base.

↓ Enter name to appear on plaque ↓

SHIPPING INFORMATION (very important)

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____

Payment Information

Payment Type
(Circle one) CASH / CHECK / CREDIT or DEBIT

Card or Check Number _____

Expiration Date ____/____ Billing Zip Code _____

CVC Code _____

Products	Pose #	Regular Price	Qty	Metallic Price	Qty	Total
Featured Packages						
Package A (Please fill out grad plaque info below)		\$79.95		\$89.95		
Package B		\$49.95		\$59.95		
Package C		\$24.95		\$29.95		
A La Carte						
11x14 Print		\$30.00		\$35.00		
8x10 Print		\$15.00		\$19.00		
2-5x7 Prints		\$15.00		\$19.00		
8-wallet Prints		\$15.00		\$19.00		
Specialty Products						
Mahogany Grad Plaque		\$34.95				
Photo Mug		\$16.00				
Photo Mouse Pad		\$15.00				
Photo Magnet		\$10.00				

Shipping Scale:

\$ 00.00 - \$25.00 =	\$4.00
\$25.01 - \$60.00 =	\$6.00
\$60.01 - \$100.00 =	\$8.00
\$100.00 - \$150.00 =	\$10.00
\$150.00 + ~ =	\$15.00

Subtotal	\$
Shipping	\$
Total	\$

100% Satisfaction Guaranteed!

Light or dark proofs will be corrected during printing. All enlargements are printed on Kodak Professional Color Paper.

4. Senior Sitting and Portrait Pricing

Sitting Fees

Yearbook / Basic Sitting: Free

10-15 minute session: This sitting includes photos in only formal attire for the yearbook. One retouched photo will be provided to the yearbook.

Traditional Sitting: \$20

15-20 minutes session:

This sitting includes photos in both formal attire as well as casual attire. One retouched photo will be provided to the yearbook.

Timeless Sitting: \$30

20-30 minute session:

This sitting includes photos in both formal attire as well as casual with the addition of a third clothing change. One retouched photo will be provided to the yearbook.

Deluxe Sitting: \$65

60-minute session:

This sitting includes up to 4 clothing changes, and up to 4 backgrounds, seniors are encouraged to bring pets and props. One retouched photo will be provided to the yearbook.

Outdoor Custom Sitting: \$125

60 – 90 minute session:

Express yourself! Take your photo session on the road. This session also includes the yearbook sitting. One retouched photos will be provided to the yearbook.

Outdoor Deluxe Sitting: \$155

2 hour session:

Combine both the deluxe sitting with the outdoor sitting. One retouched photos will be provided to the yearbook.

If at any time a student is not happy with their photos, a re-shoot can be scheduled free of charge. Satisfaction Guaranteed!

Portrait Pricing

Senior Portrait Pricing Guide

Sitting Fees

Traditional/2 clothing changes indoor	\$20
Timeless/3 clothing changes indoor	\$30
Deluxe/4 clothing changes indoor (Includes Proof book and Video)	\$65
Outdoor Custom/2 clothing changes indoor & 1 hour outdoor (Includes Proof book and Video)	\$125
Outdoor Deluxe/4 clothing changes indoor & 1 hour outdoor (Includes Proof book and Video)	\$155

Substitutions

You may exchange the size of the photos in your package at no extra charge.
For example; 1-8x10 is equal to 2-5x7 or 8-Wallets. 1-11x14 can be exchanged for 2-8x10, or 4-5x7, or 16-Wallets.

Announcements

(Sold in increments of 5 after the first 25)
4x6 Single Sided with envelopes \$2.00 each
5x7 Folding Card with envelopes \$3.50 each

Digital Images

High Resolution Image \$75 each

Purchase Package A, B, C or D and pay \$25 each
(You may only purchase the images in your package for this rate)

Web Files - Low resolution, watermarked \$25
(Includes all images that you order prints of.)

Packages

Package A - (up to 5 poses) 1-16x20 Canvas or 2-11x14 Canvas 5-8x10, 10-5x7, 96-Wallets Leather Folio (up to 8-4x5 photos)	\$750
Package B - (up to 4 poses) 2-11x14 or 1-11x14 Canvas 4-8x10, 8-5x7, 48-Wallets Leather Folio (up to 8-4x5 photos)	\$475
Package C - (up to 3 poses) 1-11x14 or 1-8x10 Canvas 3-8x10, 6-5x7, 24-wallets	\$315
Package D - (up to 2 poses) 1-11x14, 2-8x10, 6-5x7, 16-Wallets	\$245
Package E - (1 pose) 2-8x10, 6-5x7, 16-Wallets	\$175
Package F - (1 pose) 4-5x7, 16-Wallets	\$99
Package G - (1 pose) Mix & Match (2 units) ex: 1-8x10 & 2-5x7	\$58
Package H - (1 pose) 1-5x7 & 4-Wallets	\$42

Additional units of same pose in package \$24
ex: 1-8x10 or 2-5x7 or 8-Wallets

A La Carte Prints

1-8x10	\$36
1-5x7	\$24
2-5x7 (same pose)	\$36
1-11x14	\$74
1-16x20	\$95
8-Wallets (same pose)	\$29
16-Wallets (same pose)	\$42
24-Wallets (same pose)	\$52
48-Wallets (up to 2 poses)	\$75
72-Wallets (up to 3 poses)	\$95
96-Wallets (up to 4 poses)	\$125

Canvas Mounted Prints

8x10 Canvas(Wrap Add \$50)	\$45
11x14 Canvas(Wrap Add \$50)	\$85
16x20 Canvas(Wrap Add \$50)	\$165
20x24 Canvas	\$225
24x36 Canvas	\$295

Specialty Products

Photo Mug	\$18
Travel Mug	\$25
Photo Mousepad	\$16
3x5 Magnets (Set of 2)	\$15
Pennant Magnets (Set of 2)	\$20
5x7 Photo Sculpture	\$35
Hinged Plaque	\$35
12x30 Pennant	\$50
Keepsake Box	\$95
Cell Phone Case	\$20

Albums

Leather Folio (Includes 8-4x5 prints)	\$135
5x7 Senior Album Book	\$150
8x10 Senior Album Book (5 pages, 10 sides, up to 15 images)	\$195
Bi-Fold Coffee Table Album	\$95
Tri-Fold Coffee Table Album	\$125