



## Richard Montgomery HS Order Form

View photos at  
www.eyeball.com

Photo Sizes and Pricing						
Individual Photos			Packages - All packages consist of ONE image only			Electronic File
4x6	5x7	8x10	<b>Package 1 (1 image)</b> (5) 4x6, (\$25 value)	<b>Package 2 (1 image)</b> (3) 5x7 (\$21 value)	<b>Package 3 (1 image)</b> (1) 5x7, (3) 4x6 (\$22 value)	<b>300 dpi jpeg</b> Photographer's original, full strength digital file, <i>No retouch or personalization, Team photos NOT eligible.</i> <b>Delivered via Dropbox</b>
\$5	\$7	\$15	\$15	\$15	\$15	\$15 each

Delivery and Options	Price
<b>Packing and Postage</b> (includes a photo mailer and First Class postage). Not needed for electronic files.	\$4.00
<b>Personalization</b> - your name, school, and/or event name added to a non-personalized photo. Electronic files not eligible.	\$2.00

### Your Information

Please fill out this information as accurately as possible. **We will need to contact you** - if only to tell you that your prints are ready.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone(s): \_\_\_\_\_

### Choose Your Photos

Each photo on the photo site has a unique code found with each photo. **Enter the entire code from each photo** you wish to order (letters *and* numbers), choose a size or package, and add any personalization (optional). This form has room for five photos. If you would like to order more than five photos, fill this in with the first five, then use another copy of this form for additional photo orders.

Photo 1 code: \_\_\_\_\_ Size or Package: \_\_\_\_\_ Quantity: \_\_\_\_\_

Optional personalization (\$2 extra) text: \_\_\_\_\_

Photo 2 code: \_\_\_\_\_ Size or Package: \_\_\_\_\_ Quantity: \_\_\_\_\_

Optional personalization (\$2 extra) text: \_\_\_\_\_

Photo 3 code: \_\_\_\_\_ Size or Package: \_\_\_\_\_ Quantity: \_\_\_\_\_



Optional personalization (\$2 extra) text: \_\_\_\_\_

Photo 4 code: \_\_\_\_\_ Size or Package: \_\_\_\_\_ Quantity: \_\_\_\_\_

Optional personalization (\$2 extra) text: \_\_\_\_\_

Photo 5 code: \_\_\_\_\_ Size or Package: \_\_\_\_\_ Quantity: \_\_\_\_\_

Optional personalization (\$2 extra) text: \_\_\_\_\_

### Delivery

Delivery of photos by mail is an additional \$4.00 charge. Mail delivery includes a post-office approved photo mailer and First Class postage. Electronic files delivered via Dropbox only – no extra charge.

### Order Total

Based on all the choices you have made above, please enter the total in the area below.

To figure the total:

1. Subtotal the cost of the photo(s), any personalization(s), and electronic files.
2. **Add 6% Maryland sales tax to this subtotal if shipping/ordering within the state of Maryland.**
3. Then add the mailing charge.

We will contact you if there is a question about the total.

Total: \_\_\_\_\_

### Payment

Please send your personal check to the address below. If you wish to pay by credit card, Eye on the Ball offers credit card payments via email with PayPal. If you are interested in paying with your credit card, please indicate that in the Special Instructions area below. **Please DO NOT write your credit card number there.** We will email you a PayPal invoice that includes instructions for completing the transaction.

### Special Instructions

Please use the space below to let us know if you have any special instructions or needs.

Questions? Contact Brenda Dunham at [brenda@eyeball.com](mailto:brenda@eyeball.com) or by phone at 301.294.0526

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**Mail this form and your check payable to:**  
Eye on the Ball Photography  
706 Anderson Avenue  
Rockville, Maryland 20850  
Attn: Photo Order