



# School Photography Agreement

## SCHOOL INFO

School: Broken Arrow Public Schools  
Address: 701 South main Street  
City: Broken Arrow State: OK Zip: 74012  
School Type:  ES  MS  HS Other \_\_\_\_\_ District: \_\_\_\_\_  
School Picture Day Coordinator Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ Email: \_\_\_\_\_  
Customer #: \_\_\_\_\_ Yearbook Job #: \_\_\_\_\_  
Student Information System (e.g. PowerSchool): \_\_\_\_\_

## PICTURE DAY INFO

Number of Students: \_\_\_\_\_ Number of Staff: \_\_\_\_\_ Total: \_\_\_\_\_  
Preferred Dates: 1<sup>st</sup> Choice \_\_\_\_\_ Start & End Times \_\_\_\_\_ Retake Day \_\_\_\_\_  
(Aug-Nov) 2<sup>nd</sup> Choice \_\_\_\_\_ Start & End Times \_\_\_\_\_ Retake Day \_\_\_\_\_  
3<sup>rd</sup> Choice \_\_\_\_\_ Start & End Times \_\_\_\_\_ Retake Day \_\_\_\_\_

## SERVICES INCLUDED

- An efficient, hassle-free picture day experience (no handling of forms, money collection, or package distribution)
- Green screen technology (schools can choose a yearbook background, families can choose multiple backgrounds)
- Affordable, easy-to-order pictures for families (preview and order online, simple pricing, shipped directly to home)
- Fast delivery of images for schools (images available in JostensPIX portal within 3-5 business days of photography)
- Fast delivery of images for families (images available online within 3-5 business days of photography)
- Fast delivery of yearbook images (within 5 business days of retakes in Jostens yearbook software, or as download)
- An efficient ID solution for students and staff (delivered within 7-10 business days of photography)
- Additional school services in JostensPIX portal (online/printable directory, printable cumulative file stickers)
- Family communications (email notifications, posters, and flyers prior to picture day)
- Family support (direct customer service support—phone and email—for your families)

## ITEMS NEEDED

- Please provide 2-3 photos of the area we will be taking pictures.
- If IDs are needed, please provide front and back photos of student and staff IDs, and select from the following:  
 Students -and/or-  Staff  Jostens provided (bar code) -or-  School provided (stripe/chip)
- Upload a complete list of all students and staff (including email addresses) at least two weeks prior to picture day.

## SIGNATURES

School Rep Name: Steve Allen Signature: \_\_\_\_\_  
Email: BOC President Date: 5-9-2022  
Jostens Rep Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Email: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you for putting your trust in JostensPIX. Please email agreement to [JostensPIXAdmin@jostens.com](mailto:JostensPIXAdmin@jostens.com).**

Jostens Inc. – France Ave S #400 – Minneapolis, MN 55435

Jostens Rep Use Only. Include service codes/notes here: \_\_\_\_\_