



October 6, 2017

Dear Parents,

Mountain West Studios took our School Photos yesterday and we have scheduled for them to return on **Friday, October 27th from 4:30 pm to 8:30 pm**, for a **Family Photo Night** fundraiser.

Each family that signs up will have a 15-minute timeslot with the photographer for a **\$20** sitting fee. Each participating family is eligible to receive one complimentary 8x10 portrait with any purchase, to be selected at time of checkout. Mountain West offers a variety of packages, holiday cards and gift items to order and your order will arrive before Christmas. Perfect grandparent gifts, right?

The sitting fee is to be given directly to the PAC prior to the session date. Once you've booked your timeslot (see below), please send your \$20 sitting fee to the school by **Tuesday, October 24th**. (Please make cheques payable to Grauer Elementary PAC.)

The appointment times must be scheduled through Mountain West's online booking system (instructions below), on a first-come, first-served basis. There are only 15 timeslots so book early to avoid disappointment!

- 1) Go to <http://www.mountainwest.ca> and click "Book a Photo Session" located at the top of the screen.
- 2) Using the drop down menu on the left, select "R.M. Grauer" and session type "Family Photos".
- 3) Select "October 27" on the calendar on the left.
- 4) Choose an appointment time.
- 5) Fill in your name & address to complete the booking.

On photo night, please arrive 15 minutes early to get signed in & make any final adjustments to hair and wardrobe for your session of approximately 15 minutes.

(We do require a minimum of 10 families; if there are not enough families signed up by October 25th, Mountain West will cancel.)

Approximately 7 business days after the session, the portrait proofs will be emailed to the email address you provide when signing up. You will have approximately 1 week after the email has been sent to place your order to receive Early Bird savings of \$10. Early Bird orders will be processed (this takes ~2-3 weeks) and couriered to the school for distribution. After the Early Bird deadline, orders will be handled on an individual basis and mailed to the home.

We look forward to seeing you there!