



Glenbrook High School District 225

Glenbrook South High School

A COMPLETE PHOTOGRAPHIC SERVICES PARTNERSHIP

Prestige Administration
2431 West 75th St.
Woodridge, IL 60517
(630)910-3277

Prestige Woodridge
2429 West 75th St.
Woodridge, IL 60517
(630)910-6800

Prestige North
1547 Barclay Blvd.
Buffalo Grove, IL 60089
(847) 362-4400

Is there such a thing as "Extra Special Service?"...

There is at Prestige Portraits, especially when it comes to
Glenbrook South High School!!!

We will meet the school portrait needs of our community including the yearbook advisor, yearbook staff, students, parents and school administration. We are committed to providing the highest quality products and service that this community expects and deserves.

Prestige Portraits is the senior portrait division of Lifetouch National School Studios, an employee owned company with over 65 years in the school photography business. We employ hundreds of people in Illinois and we are proud to say that our studios are staffed by student ambassadors selected from local schools.

Prestige Portraits is a leader in the industry when it comes to innovative products and technology. From our LD2 digital camera system utilizing barcode technology to positively identify each negative with student information to the latest in lighting, posing, and quality portraiture, Prestige is always on the leading edge. Our ID card capture and replacement systems are flexible and efficient, and can meet the needs of your school. We have the capability of providing digital images to the yearbook staff on all product lines including underclass, seniors, sports, candid and clubs & groups. We have developed a Publishers DVD for senior portraits with input from all the major publishers that is produced to publisher standards. Our Image CD is an extremely user friendly system that includes a digital image of each student and faculty member photographed. The CD can be used to produce a variety of motivational or organizational items, as well as allowing an image to be exported for an unlimited number of uses. Prestige is the only photographer in Illinois offering a secure website that allows a yearbook advisor to view a list of seniors photographed, including images, that is updated on a daily basis.

All of our products and services are 100% guaranteed...no questions asked. That is our commitment to Glenbrook South. We are sure that we will exceed all of your expectations.

Following is a more detailed account of each program and how we believe we can fill the needs of Glenbrook South.

Thank you for your time and consideration.

David DePotter – Territory Manager
Prestige Portraits by Lifetouch

Senior Portrait Program – Outlined Services Provided by Prestige:

- Prestige Portraits operates two portrait studios in the Chicago area. Students may choose to be photographed in the school or at either of these studios, offering them the largest selection of backgrounds and variety in Northern Illinois.
- Prestige will photograph all seniors on the *Moon Light* background, in a traditional head & shoulder pose for the yearbook. This will ensure background consistency when printed in the yearbook. Our camera masks insure continuity of head size. Seniors will be photographed for the yearbook in attire deemed appropriate by the school.
- Timely delivery of senior glossies on a Publishers DVD will be provided to meet the yearbook deadline. Prestige Portraits developed the Publishers DVD with input from all the major publishers and is produced to their standards. The Yearbook advisor will determine the glossy delivery date.
- **Exclusive product** - Prestige has developed a secure website called PhotoTracker II. The website is accessed by password and lists all seniors photographed, including all images, and is updated daily. This is a valuable tool to assist the yearbook staff with layout and planning. The yearbook advisor will be able to view all yearbook selections and edit names and images as necessary.
- Scheduling of appointments, direct mail promotions, reminder mailings and telephone follow-ups will be handled by our staff to ensure a maximum number of seniors are photographed. Glenbrook South will supply all necessary student information, including phone numbers, by February 15 of each year. An additional list will be requested each September for the purpose of notifying new students. This will insure that all students are fully informed about senior portrait deadlines. Customer service representatives are always available to assist students with their sitting selections, clothing and background choices.
- Several different senior sittings will be offered. All sittings include yearbook poses and offer a choice of clothing changes and many background options, allowing for a customized sitting that fits their needs. Students are encouraged to bring personal items, pets, friends and family members to their photography session. Black and white and sepia-toned images are available as well as environmental photography.
- Prestige may select several Glenbrook South students as Ambassadors to assist with in-school promotions throughout the Senior Portrait season. They will be photographed in the spring of their junior year so that they can help describe the Prestige experience to their friends. Ambassadors also receive complimentary sittings and discounts on all portraits.

- A commission of 10% of net senior portrait sales plus a participation bonus will be returned to the school. The participation bonus is based on the percentage of students that purchase portrait packages and is calculated as follows:

<u>Participation %</u>	<u>Bonus %</u>
< 50%	0
51 - 60	1
61 - 70	2
71 - 80	3
81 - 90	4
> 91	5

Prestige will guarantee a minimum senior portrait commission of \$20.00 per senior portrait order.

Underclass Services – Outlined Services Provided by Prestige

- Prestige Portraits will photograph the entire student body according to the schools preferred schedule. A second session will be provided for students absent or wanting a retake. Prestige guarantees the quality of all our portraits and will retake or refund any portrait package...no questions asked. Complimentary portrait packages are provided to all staff members.
- Customized prepay picture day flyers offering a variety of packages and options will be provided for each student prior to picture day.
- Prestige Portraits leads the industry in innovative products and technology. We are the leading school photography company offering creative portrait programs that will meet the needs of both the school and the students and parents in your community.
- Digital color Publishers CD including all students photographed will be provided at no charge and delivered within 2 -3 weeks of the retake picture day. Our Publishers CD is produced in a format that is accepted by all publishers.
- Digital Image/Administrators CD including all students and staff members photographed will be provided at no charge. This CD produces parking passes, photo directories, award certificates, business cards and much more! It gives the school unlimited use of student and staff photos. The CD will also download images to all school administrative programs, and can be utilized as a digital Rolodex.
- All services and portrait packages are alpha sorted to the school's specifications for easy distribution, and will be delivered in 3 – 4 weeks. A package verification list of students photographed and packages purchased will be delivered to the school for office and yearbook staff use.
- All questions and concerns regarding portrait packages are handled through our customer service department. Our customer service phone number is included with all portrait packages. Our goal is to limit or eliminate the number of calls the school needs to answer regarding school pictures.
- A 30% commission on net package sales will be returned to the school. This amount will be remitted in November of each year.

Activities Photography

- Prestige will provide action photography of all sports teams at all levels. We will also work with any interested students to develop their ability to produce quality action candid photographs.
- Prestige will work with the school to schedule student life and school activity images which will include, clubs, plays, concerts, pep rallies, etc. These events will be scheduled with the yearbook advisor to meet publishing deadlines.
- All images will be delivered to the school on CD to simplify the production of the yearbook.
- Prestige is a partner with the school. We will do whatever it takes to provide and improve the images featured in your yearbook. We encourage and welcome student involvement in the photography process, and provide tools to create excitement about capturing images and preserving memories.

Student ID Cards

- An ID replacement system will be provided for Glenbrook South High School. This system will include software and a camera system installed on a school computer and will be maintained by Prestige Portraits for the duration of this agreement.
- ID images will be taken of students, faculty, and staff as requested. Students will be photographed at registration and other dates as requested
- Cards and ribbons will be provided to produce cards for all staff and student enrollment.
- Cards will be designed with input from the school administration to insure that cards meet the functional and visual needs of Glenbrook South High School.

Prom and Dance Photography

- Prestige will meet with prom and dance committees to select from a wide variety of dance backgrounds, or will work with the school to customize their own.
- Prom portrait packages will be mailed directly to the students' home.
- Prestige produces the highest quality Prom & Dance Memory Books in the industry. Memory Books include all couples and individuals photographed and candid pictures from the event, are reasonably priced, and will be mailed directly to the students' home within 4 weeks of the prom. Members of the prom committee will receive one complimentary copy of the Memory book. Additional copies may be purchased.
- Complimentary digital candid photos are provided to the yearbook staff and dance sponsors for all dances and prom.
- Complimentary portrait packages are provided to all chaperones.
- A commission of 20% of net sales will be paid to the school to help support the prom and dance program.
- Prom and dance portion of the contract may be cancelled at any time by the school due to lack of performance by Prestige Portraits.

Other Portrait Programs

- "Perspectives"...the creative, have-fun, raise-funds portrait program. Students have fun creating their own portraits! Best friends, a group of buddies, couples, solos, creative posing...just about anything goes! A great fundraising idea for adding to your discretionary funds, sending students to competitions or buying equipment and supplies. A 10% commission on net portrait sales is returned to the sponsoring group.
- All class Panoramic portraits, digitally enhanced with borders, captions and school logos. Prints are made available for purchase and a 10% commission on net portrait sales will be returned to the school.

Other Services

- One quality digital camera and a training program will be provided for yearbook use. Our scholarship program is available for those students that wish to take their photography to another level.
- A framed staff composite, including all staff members photographed by Prestige Portraits, will be provided to the school at no charge.
- Student life enlargements [20] will be provided for school use. This will include all departments such as performing arts, administration, yearbook, and academics.
- Customized student ID cards will be provided for each student and staff member photographed. Prestige will provide and maintain all equipment and supply enough cards and ribbons to meet the needs of the school.
- ***Exclusive product*** - Prestige Portraits is excited to announce a partnership with Educational Impact, the nation's premier provider of online staff development courses for K-12 educators. This partnership will give faculty and administrators the ability to continue their education at their convenience and at no cost to them. In exchange for selecting Prestige Portraits as your exclusive school photographer, Glenbrook South High School may select two courses from the Educational Impact library for teachers and one course for administrators every year.
- ***Exclusive product*** - Principalm – Software that can combine a PDA with student information and images. This tool gives the school the ability to have important student information at their fingertips no matter where they are. The software to function in both Palm and DOS devices will be provided at no charge.

Commission Summary

- Senior Portraits – 10% plus a participation bonus, with a minimum guarantee of \$20.00 per senior order.
- Underclass Portraits – 30% of net package sales.
- Prom and Dance Portraits – 20% of net package sales.
- Performing Arts and other portrait programs – 10% of net package sales.

References

Listed below are some of the many schools in Northern Illinois that Prestige has partnered with to provide some or all of their school photography needs:

Glenbard East High School Mr. David Wolfe

Downers Grove South High School Ms. Jenny Davis

Lockport High School Mrs. Kerri Green

You may have noticed that this list only includes high schools. Our office specializes in the needs of the high school market and we are able to focus all of resources on meeting those needs.

SIGNATURE PAGE

Prestige Portraits is hereby granted exclusive rights to photograph the programs selected below with the term length as indicated. *Prestige* agrees to adjust and amend this agreement as technology changes the needs of the school, yearbook, and students and parents of the community. We are the leaders in school photography and are prepared to meet the demands of new processes and technology.


Programs included:

- Senior Portraits
- Underclass Portraits
- Prom and Dance — prom presentation to be made
- Performing Arts
- Perspectives
- Panoramic — possible —

Agreement covers three school years:

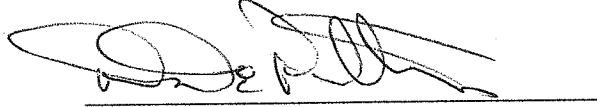
- 2008-2009
- 2009-2010
- 2010-2011

This contract can be cancelled by the school at anytime due to lack of performance by *Prestige Portraits*.



Dr James Shellard
Glenbrook South High School
1/23/08

Date



David DePotter
Prestige Portraits by Lifetouch
1-23-07

Date

Business Office
Glenbrook High School District 225

Date