

SAINT THOMAS AQUINAS HIGH SCHOOL GRADUATION PHOTOS INFORMATION PACKAGE CLASS 2024

Fotografica Studio will provide the following services for the graduates:

- Graduation Portraits at our North Vancouver studio :
1611 Lynn Valley Road
North Vancouver, BC V7J 2B5
- Complimentary 11X14 Graduation Class Composite.
- Fotografica Studio Ltd. will take a formal group photograph and will offer an 11X14 print for \$35.00, which will be included in the Class Composite Folder.
- Fotografica Studio Ltd. will be taking Award and Diploma photographs at Convocation date TBC.
Each student will receive one complimentary 4x6.
Additional copies or digital files are available by ordering directly with Fotografica Studio Ltd.

GRADUATION PORTRAIT OPTIONS

Option A – \$10 sitting fee, payable at the time of your booked appointment.

Student will be photographed in this graduation gown only.

Fotografica will choose and prepare the best pose for the yearbook and graduation composite.

With this option student does not have the option of ordering copies for personal use.

Option B - \$ 70 sitting fee, payable at the time of your booked appointment.

Student will be photographed in various poses with cap, gown, flowers or diploma as well as casual shots with your own clothing.

A set of 20 proofs will be available for viewing on a private online gallery. You will use these proofs to place your print order.

Student will have the opportunity to select the pose to include in the yearbook and graduation composite, if order is submitted by order day.

- In order to keep a safe environment, only the grad student with one companion will be allowed in the studio. Please arrive at the time of your sitting and not before, and do not be late.
- Fotografica provides gown, sash, cap, flowers & diploma.
- No group or family photos will be done during this sessions.
- If you are not feeling well or have any cold symptoms please call the studio to reschedule.
- Please make sure to bring all your grooming utensils, as we are not able to provide any.
- We try our best to stay on time, but occasionally we could run late.
We will ask you to wait in your car, in order to keep the allowed number of people in the studio.
Thank you for your understanding.

**Appointments for Graduation Portraits must be booked online
beginning September 26 and October 13**

DATES FOR ST. THOMAS AQUINAS GRADUATION CLASS ARE AS FOLLOWS:

Saturday, October 21 _____	10 am - 6 pm
Sunday, October 22 _____	10 am - 6 pm
Saturday, October 28 _____	10 am - 6 pm
Sunday, October 29 _____	10 am - 6 pm
Saturday, November 4 _____	10 am - 6 pm
Sunday, November 5 _____	10 am - 6 pm

* No appointments will be taken between 1:20 pm and 2:20 pm.

* If you need to change your appointment after October 1, please call the studio.

Photo sessions will be held at:

**Fotografica Studio Ltd, 1611 Lynn Valley Road, North Vancouver, BC
(Please see attached brochure for more information).**

1. BOOKING RETAKE APPOINTMENTS:

Retakes will be done Saturday November 25 from 10 am to 4 pm.

Please contact our studio by Nov. 20 to book your retake appointment.

There is a \$20 fee for retake sessions.

2. ORDER DAY: December 19, 2023

You will receive an invitation to view your photos 2 weeks after your session, with more detailed instructions.

You will be able to place your order completely online.

Orders will be processed in the order they are received and sent to your mailing address.

Digital files will be ready for download once your order has been processed.

THIS IS ALSO THE DEADLINE TO SELECT YOUR POSE FOR THE YEARBOOK.

Payment by: Visa or MasterCard.

3. HOW TO USE OUR ONLINE BOOKING CALENDAR:

- Using any browser go to <https://www.appointment.com/fotograficastudio>
- Go to **[Sign Up]** on the upper right-hand side and sign up as a user.
Please sign up with the student's last name and first name.
This will allow you to change or cancel your appointment at a later date.
You will receive an email with your user name and password.
Use this information to log in and proceed to book your appointment.
DO NOT REGISTER UNDER PARENT'S NAME.
- Once logged in, choose your school from the pull-down menu and click 'Go.'
- Select the day you want to book your appointment and choose one of the available times. Times not showing have been already taken. You can only book one appointment for this event.
- Once you select a time, your personal information will be automatically entered.
Email and telephone number are required to book an appointment.
Please confirm all information is accurate.
- Select **BOOK** to submit your appointment.
- You will receive an email confirming your appointment. Make sure to print it for your records.
- A few days before your appointment you will receive a reminder of your appointment.

If you are experiencing any problems, please contact our studio.

We will be happy to help you on.

Tel. 604.984.6698

E-mail: schools@fotograficastudio.com
www.schools.fotograficastudio.com