

To: Bloomington North High School Administration
From: Kirkwood Photo Lab, Mark Gines-Owner
Re: 2009-10 yearbook portraits

We would like the opportunity to provide BHSN with individual portraits for the upcoming school year. We are a Bloomington business capable of doing all processing and printing in-house and could therefore provide a delivery turn-around of 10-14 business days.

In addition to the portrait service, we will include the following:

- We provide the yearbook with digital portraits of each student on a CD.
- Since we are a local business, we can work very freely with scheduling picture times and all questions and concerns of parents and teachers can be answered by phone call or stopping by the photo lab.
- Regardless of the students' financial ability, each will receive a 3x5 proof when the pictures are returned if no order has been placed.
- Each teacher will receive package A at no charge.
- We will donate 20% per portrait package from the underclass portraits back to the school for school portraits.
- We will donate 20% per initial order for prom portraits.
- All student photos that will be taken will be on put online for ordering.
- We will provide ID cards with the bar code and picture on one side with the school mascot on the front for the underclass.
- We will have a retake/absent day, and provide retakes for new student. Students who miss the retake day can schedule an appointment at our studio, and we will still provide them with an ID.

As a testimony to our quality portraits and service at a fare and reasonable price, we currently provide the following with photographic service:

- Bloomington North and South High School
- Edgewood High School and Jr. High
- Owen Valley High School
- Clay City High School & Jr. High
- Batchelor Middle School
- Jackson Creek Middle School
- Tri-North Middle School
- Bloomington Baseball Junior League
- Smithville Youth Baseball
- Ellettsville Youth Baseball and Basketball

We would need a complete listing of the students name and information for picture day, preferably on a CD, and a print out. We will have a staff of three people during picture day. If yearbook students want to be involved we would love their participation. We will offer a choice of two different background colors. We would also like to be involved in taking your prom pictures with a 20% return on each initial order.

Thank you,

Mark Gines
www.kirkwoodphoto.com

Kirkwood Photo Lab is hereby granted rights to photograph the students by the program listed above.

2009-10 School Year_____

For Bloomington High School North

For Kirkwood Photo Lab

Date

Date