



Renewal Agreement

Lifetouch ID 461749
 School Years 19 - 20
 LSFP BRIAN DREW

Fall Individuals

ACCOUNT & CONTACT INFORMATION		Palouse Prairie Charter School	
Account Name	Palouse Prairie Charter School	Phone	208-882-3684
Address	1500 Levick St	Fax	
City, State Zip	Moscow, ID 83843	District	
Website		County	Latah
Contact Title / Role	Name	Phone	Email Address
Principal	MS KATHERINE BRANEN		JBRANEN@PALOUSEPRAIRIESCHOOL.ORG
Secretary	Mrs Debbie Berkana	208-882-3684	dberkana@palouseprairieschool.org
Yearbook Advisor	Laura Perrigo	208-882-3684	office@palouseprairieschool.org
Event Coordinator	Primary Contact-Mrs Jeneille Branen		office@palouseprairieschool.org
EDT Coordinator			
Athletic Director			

PICTURE DAY EVENTS								
Event Type	Current & Next Picture Date	Arrival Time	Start Time	End Time	# Cameras	# Photographed	Flyer Need By	Setup Location
Original	9/20/2018 9/19/2019		8:00 AM	3:00 PM	1	175		Cafeteria
Retake	10/23/2018 10/22/2019							
Retake / Other								
Staff								

PICTURE DAY EXECUTION		PrePay	
Parent Notify	(Yes) / No / Renew Provided In 16-17 For UC_Spring YrBK Programs. To Renew Indicate SEND FROM _____ & RESPOND TO _____		
Host Portal	Provide Access? Yes - For Fall Individual, Group, Special Event, Spring Individ Email invitation to: _____ Active Users: Ber _____		
Camera Platform	Composite Code	Indicate How Are Students Come To Camera Below	
	Group Code	Last Year Name On Cards Sorted By	
Selling Method	PrePay	Hold For: Verification / Absentees	Students Called To Camera By?
Number of Clicks	1Click	Staff Package	Yes-Staff4
Rewards Program	MyFamilyRewards	Flyer Type	Standard Billing:
SmileSafe Cards	Yes SmileSafe	Flyer Theme	No Prop
			If Other Schedule, Explain:

PACKAGE HANDLING			
Last Year Sorted By:	Next Year Sort Packages By:		If Sorted By Period/Homeroom, What Period/Homeroom?
Any Other Package Handling Instructions:			If Sorted By Teacher/Period, What Teacher/Period?
Last Year Shipped To:	Next Year Ship Packages To: Account		Any Other Package Shipping Instructions:

ID CARDS					
ID Cards:	Student IDs: Yes / No	Staff IDs: Yes / No	Barcoded IDs: Yes / No	I-Depot: Yes / No	Punched ID Card: Yes / No

YEARBOOKS	
Yearbook Program:	Yes - Provider: Lifetouch - 2018 YB Job #: 12099718 - 2019 YB Job #: 12099719
If Lifetouch Yearbook Program - Please Indicate:	Webease / Volumes Color / B&W Hard Cover / Soft Cover ZOOM / No ZOOM YBPay / No YBPay

ADDITIONAL PICTURE DAY EVENT & PROGRAM INFORMATION	
Parent Contribution Provided To School? Yes / No If Yes, What Is Rate? _____	

NOTES, SPECIAL REQUESTS & PROMOTIONS	
Please change our address to [906 Powers Ave Moscow ID 83843]	
Thanks	

AGREEMENT TERMS & SIGNATURES			
Lifetouch Photography is hereby authorized to begin organization and planning as the official School Photographer for the terms listed above and for the number of years as indicated.		As the authorized representative of Lifetouch, I agree to:	
		<ol style="list-style-type: none"> Guarantee a professional, organized, on time photography session. Work at all times toward the benefit of Students and Faculty. Provide all Staff necessary to professionally finish on time. Guarantee knowledgeable, constant communication. 	
Account / School Representative	Date Signed:	Lifetouch Representative	Date Printed:
Signature	11/14/18	Signature	11/28/2018