



Creative Photos & Graphics

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CONGRATULATIONS

Your son and/or daughter has reached their Senior Year!!!

It may seem like an odd statement to make as your student is finishing up their junior year in a way that no other school year has ended. But at J K Images, our thoughts turn to the summer and the upcoming class of seniors!!

IF YOU ARE A WEST YORK STUDENT - J K Images has been contracted by West York High School to provide the senior photos for the Class of 2021. That means this summer your son and/or daughter will be heading to our studio for their senior yearbook photo. All West York seniors will be required to purchase a formal yearbook session to have their photo in the 2020-2021 school yearbook.

There always seems to be a question of why schools would contract one photographer to do their yearbook photos. Just to inform you as customers, a contract helps the school in a few ways. Two of the biggest reasons are, consistency of the photos in the formal senior section of the yearbook, and the photographer (J K Images) provides camera equipment, digital work for yearbook candids and student workshops.

With this letter you are receiving the following:

- **An appointment set up by J K Images.** The sittings at J K Images are broken down into 4 different sitting sessions. Here is how our scheduling process will work for the summer of 2020.
- **We have scheduled a “Mini” session time slot for you.** A “Mini” session includes your formal yearbook poses, cap and gown photo (we have WY cap & gown), plus one change of clothes for some casual poses. Please see the sitting options with this mailer. This is the sitting options page taken from our 8 page senior brochure. **The entire brochure can be found on our website, www.jkimagespgc.com on the Senior Page. Please take the time to check this out as there is some valuable information to help you get ready for your session.**
 - If you wish to do just the yearbook formal poses, no change in your time slot is needed.
 - If you wish to do more than the “Mini” session, you will have to contact the studio to change your session time to accommodate your desired session.
- **SPECIAL OFFER** - With the pandemic that has occurred, we now know how important family is to each of us. **With each Mini, Classic, or Combo session, J K Images will add in a family pose free of charge. This is for immediate family only (parents and siblings) and must be done at the time of the senior session.**
 - If your scheduled time does not work, please contact the studio immediately to change your sitting time. However, please know that sitting times will be limited as the summer moves forward.
 - Our studio will be available for sittings Monday through Thursday 9-5 and Friday 9-noon. If an evening or Saturday morning time is required, there will be a \$45.00 up charge in addition to the normal sitting fee. Not every Saturday is available.

We need to have all **YEARBOOK PHOTO SESSIONS COMPLETED BY AUGUST 31**. Please don't wait until the end of summer and expect that we will have numerous openings. As many of you know because of your involvement in fall sports/activities, when the middle of August rolls around, our photographers and staff will be busy with those programs.

After your photo session, you will receive a book of previews and ordering information from J K Images.

As you can tell from the above paragraphs, this photo appointment is the start of your son and/or daughter's senior year. **We ask for your cooperation in helping with these responsibilities.**

Now for the unknown part - what will the summer look like with Covid-19? Please see the attached sheet for information on studio procedures concerning Covid-19.

We look forward to the opportunity of working with your family to provide quality, affordable senior photos for your enjoyment. We pride ourselves on our commitment to make your child's senior photos an experience that will last a lifetime. From the initial photo session to the finished product, many students have enjoyed the **atmosphere** and **respect** that they have found at our studio.

Thank You - J K Images

WESTYORK STUDENTS PLEASE READ OTHER SIDE FOR YEARBOOK DRESS!!

If you are a West York Senior

YEARBOOK DRESS - To give the senior section of your yearbook a classic, formal look (as directed by the school district), the following is the dress code:

GIRLS

99.9% of the girls opt for the formal black drape.

Black drape is available upon request at the studio.

ALL FEMALE CLIENTS MUST BE ACCOMPANIED BY A FEMALE TO ASSIST IN PUTTING ON DRAPE. WE WILL HAVE ASSISTANTS TO HELP INSTRUCT BUT BECAUSE OF THE COVID SITUATION, WE WOULD LIKE A FEMALE FAMILY MEMBER OR FRIEND TO PLACE THE DRAPE ON THE CLIENT.

Girls should wear a cami, tank top, or tube top as a privacy top under the drape.

GUYS

Shirt, Tie, and Jacket.

If you do not have - We have ties and jackets in LIMITED sizes or
We suggest borrowing from family or friend.

As noted on the "Looking Good" page of our brochure on our website
www.jkimagepgc.com (Seniors Page),
please dress from head to toe and remember all accessories.

The Process

Pre-Planning:

This is definitely one of the most fun parts of the process. Check our website or Facebook page for inspiration on poses, props and general styling. Start thinking about your style and what you're looking for in your session.

Pick your sitting option:

Once you have determined what style you want, it is time to pick your sitting option. See sitting options below.

Schedule your sitting:

You can do this by either calling or emailing the studio.

The shoot:

The day is finally here!
Have FUN and RELAX and you'll naturally take better photos!

Post Processing:

We'll color correct your images, crop, check for highlights and shadows, and do a bit of retouching. Then we'll post a few "best of the best" to Facebook or our website.

Preview pick up:

When your previews are ready, we'll schedule a time for a photo preview session, and discuss our ordering procedures so you will know what to plan for. \$25 deposit required (except for yearbook sittings) to take previews out of studio. This deposit is applied to any future orders.

ALL DECISION MAKERS SHOULD BE PRESENT FOR THIS APPOINTMENT!

Ordering Appointment:

Call to schedule a time for your ordering appointment so you have our undivided attention. 75% deposit of your total order is required at this time.

Sitting Sessions

Use the guide below to pick your sitting session

Type of Sitting	COMBO	CLASSIC	MINI	FORMAL
Amount of Time	2 hours	90 minutes	30 minutes	15 minutes
Number of Outfits	4 + formal	3 + formal	1 + formal	Formal Outfit
Total Previews	up to 30	up to 20	up to 10	up to 6
General Description	This sitting will include indoor, outdoor, black & white.	This sitting will include indoor and outdoor.	This sitting will include outdoor.	This sitting will include indoor formal. Cap & Gown if available.
Props	Props are required	Props are encouraged	Props are encouraged	Not available
Sitting Cost	\$145.00	\$95.00	\$45.00	\$25.00
ADD Location	\$75.00	\$75.00	\$75.00	Not available
ONS Web Host	\$35.00	\$35.00	\$25.00	\$25.00

Location Sitting

Must be within 15 miles of studio. Outside of 15 miles, add \$25/10 miles

J K IMAGES - SHOOTING SESSIONS WITH COVID GUIDELINES

As we prepare this senior information packet, we are in the “Yellow” phase of our states reopening plan. It is with anticipation that we hope our county will go to “Green” by the time our senior shooting sessions roll around. To help prepare for our summer sessions, we will be instituting the following guidelines for safe shooting as prescribed by the Professional Photographers Association.

Social Distancing:

Our staff will be doing their best to maintain the desired 6’ social distancing guideline.

Personal Protective Equipment:

Our photographer and assistants will be trying their best to shoot with “no touch” posing. However, there will be a time/need for hair fixes, clothing adjustments, etc.

When that need arises, we will use masks/shields when inside the 6’ social distance circle.

Maximum Number of People In Studio:

CDC and state officials are requiring that gatherings of no more than 10 people take place. With that in mind, we kindly ask that you bring a maximum of 2 parents to the session.

By Appointment Only:

We will be adhering to strict appointment times. Do not come any more than 5 minutes before your appointed time. This will give our staff sufficient time to sanitize photographic equipment and common areas after each session.

Sanitizing:

As mentioned above, our staff will constantly be sanitizing photographic equipment, props, chairs, and benches after each client session.

We will also sanitize common areas including door knobs, counter tops, writing equipment, and credit card machines throughout our daily schedule.

We will have a wash basin and hand sanitizer available for all clients.

And as always, if you are feeling any kind of sickness/illness, please stay home and reschedule your session.

Thank You for your cooperation in these unprecedented times. We are learning how to adapt to the situation that has been handed to all of us.

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J K Images Senior Appointment Card

Student Name:

Your Appointment Time is Scheduled For:

Please call the studio for your originally scheduled date and time

• This time is scheduled for a “Mini” session. •

SPECIAL OFFER - This pandemic has shown us how important family is. With each Mini, Classic, or Combo session, J K Images will add in a family pose free of charge. This is for immediate family only (parents and siblings) and must be done at the time of the senior session.

If you need to reschedule your time because of a conflict, please contact the studio immediately to do so. PLEASE NOTE: session times will be limited this summer because of the time needed to keep our studio sanitized after each client due to COVID guidelines. **Please try to keep your scheduled time!!!**

We need to have all West York yearbook sessions completed by August 31. This could be a moving date because of the COVID conditions as we get into the summer months, but please don't count on that.

Please return bottom portion of self addressed card to inform us of your sitting choice.

Cut on dotted line and return bottom of card



Student Name:

☐

I will keep my time and Mini Session

☐

I will call to upgrade to Classic or Combo Sitting

☐

We will take advantage of free Family Photo pose

☐

I will only be doing Formal Yearbook Session

☐

I will be calling to reschedule

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