

Photographer	School Name
Contact Person	Phone Number

Items to Include on Card:

School Name as it is to appear _____

- Student Name
- School Year (example: 2017 - 2018)
- Grade
- Homeroom/Teacher
- ID #
- Barcode (will appear in Font Barcode 3 of 9 unless otherwise noted)
- Special Barcode Characters (example: P1234567 or /1234567/) _____
- School logo enclosed
- School logo on file

Design and Colors

Use School Colors: _____

Custom Design: _____

_____**Card Orientation**

Horizontal Vertical

Card Finish

- PVC
- POLY Plastic
- Laminate

Sort Options

- Shoot Order
- Alpha by School
- Alpha by Homeroom
- Alpha by Grade

Slotted

- Yes, Slotted Card

Special Instructions**Lab Use**