

DELIVERY FULFILLMENT FORM

1. Please fill in all * fields for accurate order fulfillment & final delivery.
2. Return all forms to your photographer the day of your photo-shoot.

Thank you for your cooperation! As a gift for your help, each coach will receive a complimentary 5x7 team photo.

*Association: _____

*Team Name: _____

*Grade / Age: _____

*Coach Name: _____

Delivery Recipient (coach, assistant, or parent rep)

*Name: _____

*Address: _____

*Phone Number: _____

*Email Address: _____

Keys to a successful photo day:

- Hand out *Order Forms* - Please assign someone to hand out *Order Forms* to athletes at least one week in advance of your photo date. Inform all parents/athletes that *Order Forms* & payment will be collected by the photographer on the day of photo.
- Remind players a few days in advance to remember to bring forms on photo day.
- Please inform parents of photo date, time and location. Arrive 5-10 minutes early to prep your team. This will ensure a smooth and efficient photo day for everyone! Put on team calendar so no one forgets.
- Team Roster* and *Delivery Fulfillment Form* should be filled out in advance to your photo-shoot by a team representative such as coach, assistant or parent volunteer. Each athlete must be listed on *Team Roster*. Athletes will be asked to line up in the order they are listed on the *Team Roster* at the start of your shoot. Proceeded by instruction from the photographer.
- Last but not least, bring your smiles!