

Dear Parent/Guardian,

You should receive your school Photo Order Envelopes approximately two weeks prior to photo day.

- Please review the photo packages available and complete order form on reverse of envelope.
- If paying by cash, please ensure that exact amount is enclosed as no change can be given.
- Online Ordering Go to https://online.fotoworks.com.au/ordering/access. Enter the shoot key provided on the order envelope and follow the prompts to place your order. The shoot key is unique to each student and cannot be used for any other student orders. The last day for ordering photos online is: 15 June 2023
- Multiple Student Orders If more than one person is ordering for a student, please go online and order so that we can track who each order belongs to, and label your package accordingly.
- Each student will need to bring their completed personalised Photo Order Envelope on photo day, even if no photos are being purchased.
- If you are interested in Sibling Photos, please collect Sibling Order Envelopes from the school office.
- Sibling Photo Order Envelopes MUST BE RETURNED to the school office prior to photo day.

Please contact Fotoworks directly with any queries: wecare@fotoworks.com.au or 9244 8211