



P H O T O G R A P H Y

724-387-2092 / 5150 Ralph Lane, Murrysville, PA 15668

Subject: Plum Borough School District Senior Photography Contract

School: Plum Borough School District

Plum Borough Senior High School

900 Elicker Road, Pittsburgh, PA 15239 / 412-795-4880

Initial Information

Approximate number of seniors:

Graduating class of: 2016

Senior yearbook deadline: January 1, 2016

Agreement terms: June 2015 to June 2016

Mission Statement:

This proposal shall form the basis by which Viglione Photography, Inc. will provide photography for the production of Plum High School yearbook.

Senior yearbook sessions:

There will be specific guidelines pertaining to Yearbook photos submitted to the Plum Borough School District by Viglione Photography, Inc. The submitted Senior Yearbook photos will be head and shoulder poses only, no exceptions. Appropriate clothing [suit, dress shirt, sweater, long sleeve shirt] will be required. No obscene, lewd, or offensive slogans on clothing will be accepted. No low-cut or strapless tops or spaghetti straps. No props will be allowed in the yearbook photos.

Basic yearbook sessions will take place at Plum Senior High School on June 15, 16 and 17, 2015. There will be no session fee charged for these sessions at Plum Senior High School. "Basic Yearbook Sessions" schedules will be coordinated by Viglione Photography, Inc in collaboration with Plum Senior High School. Students will receive a packet filled with information 1-2 weeks prior to pictures at Plum Senior High School. Students who cannot take their senior headshot at Plum Senior High School during the scheduled time must contact Viglione Photography, Inc and schedule a \$15 "Basic Yearbook Session" to be taken at Viglione Photography, Inc studio. **The Basic Yearbook Session must take place before November 1, 2015.** A coupon will be in each packet of information offering any senior photographed by June 17th a FREE "Basic Yearbook Session". The parents/students may select from different photo sessions to be done at Viglione Photography, Inc. Each senior will receive a packet filled with information about Viglione Photography, Inc., including pricing, clothing tips, make-up, retouching and directions to the studio. Each senior will have a choice of three **Senior Photo Sessions.** *The first session will include a minimum of 10 -20 head and shoulder poses and will cost \$15.00. The second session will include a minimum of 10-20 head and shoulder poses and a minimum of 20 casual poses and will cost \$40.00. The third session will include a minimum of 10-20 head and shoulder poses and a minimum of 20 casual poses, outdoors, and will cost \$50.00.* All photo sessions are to be paid by the parent/senior at the time of the session [no exceptions]. All Sessions will include a retouched yearbook pose that will be provided to the school at no additional charge.

Viglione Photography will provide fliers informing students of dates and guidelines regarding senior photos. The first packet of information will be handed out to students during rising seniors' English classes in May. Any additional reminders throughout the fall will be distributed to seniors by the yearbook staff.

Senior Yearbook Selection:

All photos will be made available to customers, online, within 7 days after their session. The yearbook photo selection will be made at the time of the photo session. Each parent/student will view them at the end of their session to make the selection. **All yearbook photo selections must be made by November 1, 2015.** Customers who wish to purchase portraits from the yearbook session may do so. **If a customer fails to select a pose for the yearbook, the school authorizes Viglione Photography, Inc. to select and submit one for them.**

Customers are not obligated to purchase any portraits at any time. A digital file will be submitted to PLUM HIGH SCHOOL YEARBOOK STAFF, by January 1, 2016. **The yearbook staff will not accept any senior portraits after January 1.** The school district reserves the right to reject any photograph submitted to the yearbook if in the School District's sole discretion it does not believe such photograph to be appropriate for publication. This statement will also be conveyed to the parents and students.

Group Photos / Candid / Sports Action / Musical

Viglione Photography, Inc. will provide the Yearbook Staff/ Sponsor with group photos of any Plum Senior High School Athletic teams who select Viglione Photography, Inc as their official photographer for team and individual sales. If Viglione Photography, Inc is not selected as the team or Booster organizations official Photographer they assume no responsibility for photographs. The attached contract addendum is only applicable if the District or applicable sports booster organization requests Viglione Photography to take photographs. The addendum is a menu of services the yearbook sponsor or administration can choose from. If Viglione Photography services are requested, Viglione Photography will invoice PBSB for service rendered within one week of the event.

In addition, Viglione Photography, Inc will photograph sports action. Images will be posted on Viglione Photography's website for parents and students to view and purchase.

Miscellaneous:

Seniors retain the right to select their own photograph for purchasing portraits; however they must have their photograph taken by Viglione Photography, Inc. to appear in the yearbook.

Viglione Photography, Inc. will be allowed to promote in the school at the start of each year and periodically through out the year.

Viglione Photography, Inc. will receive a full-page advertisement in the yearbook free of charge.

The school will provide Viglione Photography, Inc. with one [1] copy of the yearbook, free of charge.

All photographs taken by Viglione Photography, Inc. are copyrighted and may not be redistributed, used or copied for personal use. Viglione Photography, Inc. can use any photograph for advertising purposes with written permission from students'

parents/guardians. Viglione Photography will provide a release form to allow students and their parents/guardians to opt in or opt out of advertising when their photos are taken.

All Foreign Exchange students will receive a complimentary yearbook photo session, yearbook pose, and 1 - 8x10, 2 - 5x7, and 8 wallets from one pose.

Agreement:

The school shall have the obligation to examine all portrait yearbook photos to determine if Viglione Photography, Inc. neglected to send any such photos of students, etc. photographed by Viglione Photography, Inc. and notify the studio in sufficient time, in advance of the yearbook deadline, to furnish the school any such omitted photos. Viglione Photography, Inc. will index senior portraits alphabetically. In any and all events, the school shall be solely responsible for the inclusion and / or omission in and from the yearbook of any photograph and /or for any policy adopted by the school in relation thereto and it is understood that Viglione Photography, Inc. has no responsibility for the inclusion and/or omission of any photographs in/or for the yearbook and/or for any policy adopted by the school in relation thereto.

If any provision of this agreement shall be declared invalid or unenforceable by any court or in any administrative proceeding, the remainder of the agreement shall continue to remain in force and effect.

This contract will be reviewed annually each spring but may be terminated by either party between January and June with a thirty [30] day notice. If this contract is terminated, Viglione Photography is obligated to provide the Plum Senior High yearbook staff with all senior photos by the January 1 deadline.

The undersigned hereby agrees to be bound by the forgoing proposal for the yearbook photography. It will remain in effect for the graduating class of two thousand and sixteen. It is understood and agreed that upon the execution of this proposal by both parties it shall constitute a binding contract between them.

Viglione Photography, Inc.

By: _____

Title: _____

Date: _____

Plum Borough School District

By: _____

Title: _____

Date: _____

Contract Addendum:

Viglione Photography, Inc. will not be obligated to photograph or submit pictures of any team, group or school district function unless selected by any such group in writing as the official photographer by a team or Booster organization. Viglione Photography, Inc will then provide, at no charge, the necessary group and individual posed photographs to the yearbook committee for school purposes only. The school district or yearbook committee may select to hire a photographer from Viglione Photography, Inc, no less than Thirty [30] days in advance, for a set fee per service, should photography be deemed necessary at a particular game, function, or event. Where Viglione Photography, Inc services have been rendered, the studio will make available all candid images for purchase on the Viglione Photography, Inc website, and donate 5% of any online sales from rendered services back to a fund of the schools choice. Candid photos from these services will be given to the yearbook staff for inclusion into the yearbook at no additional cost.

Marching Band/ Band Front

Football

Cheerleading

Boys Soccer

Girls Soccer

Boys Volleyball

Girls Volleyball

Cross Country

Boys Tennis

Girls Tennis

Boys Golf

Bowling

Rifle

Swimming and Diving

Hockey

Girls Basketball

Boys Basketball

Wrestling

Track & Field

Baseball

Softball

Senior Night: Football/ Band

Open House

Madrigal Dinner

Veteran's Day

Class Play

School Board Photo

Buy-A-Guy

Make-A-Wish Telethon

Bi-Annual Mock Car Crash

Orchestra

Jazz Band

Choir

Musical