

## \*\*New Ordering Instructions\*\*

# CIS student photos are still available, however the ordering procedure has changed slightly.

- 1. Email your child's first and last name to <u>info@bds.ky</u> and we will send you a link to their gallery and the login password.
- 2. Payment can no longer be made via Paypal. When we receive your order we will send you a credit card authorization form. Alternatively you can call us at 345-325-6936 and we can take your card details over the phone.

### Notes & Tips on Ordering

#### **Digital files**

When ordering digital files you receive all of the files - your child's photo on each of the backdrops as well as their group photos. Note that if you'd like the chalkboard background you'll need to email info@bds.ky with the information required to fill in the blanks.



#### **Print Packages**

Prints are made on island using the highest quality papers and inks. When your order is ready you will receive an email and it will be available to pick up at CIS.



#### Steps for ordering a print package

- 1. Click on an individual image and then click the 'Buy' button'
- 2. Choose a package. Save money by ordering a w/Digital package
- 3. Click 'add to cart' for your desired print size.
- 4. Add each print to the cart until you've completed your package.
- 5. Click your cart and review your order and complete payment.

If you have any questions please email us at info@bds.ky or call Jim at 345-325-6936