



Service Agreement

Charles Kelly Elem School

Lifetouch ID:102089
Account Representative Email:tammy.gerdes@lifetouch.com

School Year(s): 2020 - 2021
Contract Length: 1 Years
Contract Type: Renewal

Account Information

Charles Kelly Elem School
6775 McVille Rd
Burlington, KY 41005

Main Phone: 859-334-4450
Enrollment:250
Grades:PK-5

Summary of Programs Provided

- Fall Individuals
- Spring Individuals
- Underclass Grads
- Yearbook
- Prestige Seniors
- Sports
- Groups
- Prom/Dance
- Special Events
- Commencements
- Service
- Other/Misc

Program Type	Start Picture Date	End Picture Date	Sell Method	Start Time	End Time	Est. Number Photo'd	Ind. Camera (Est)	Group Camera (Est)	Setup Location
Fall Individuals (RETAKE)	1/14/2021	TBD	PrePay	9:00 AM	10:00 AM	75	1	TBD	STAGE
Spring Individuals (ORIGINAL)	4/6/2021	TBD	Prepay	9:00 AM	10:00 AM	250	1	TBD	STAGE- Photo all
Fall Individuals (ORIGINAL)	10/26/2020	TBD	Prepay	8:00 AM	1:45 PM	125	1	TBD	TBD
Fall Individuals (ORIGINAL)	10/29/2020	TBD	Prepay	1:00 PM	6:00 PM	145	1	TBD	Gym or empty classroom

Account Services

- Yearbooks Yearbook Provider _____
- Parent Notify Enrollment Parent Notify Contact _____
- Store Front Enrollment Store Front Contact _____
- Lifetouch Portal Access Lifetouch Portal Contact _____

Additional Notes:
Calendars

Additional Details

Program Type	Incentive method:	Description:
Spring Individuals (ORIGINAL)	Percentage per package	20% of paid packages. Commission to be paid within 60 days of picture day.
Fall Individuals (ORIGINAL)	TBD	Percentage of total sales
Fall Individuals (ORIGINAL)	TBD	Percentage of total sales

Contact Information

Contact Name	Title	Role	Phone	Email Address
Kim Hutson	Secondary	IT Administrator	859-334-4450	kim.hutson@boone.kyschools.us
Chris Brauch	Secondary	Site Supervisor	859-334-4450	
Toni Baker	Secondary	Secretary	859-334-4450	toni.baker@boone.kyschools.us
Kathleen Gutzwiller	Primary	Principal		
Yearbook Adviser	Secondary	Secretary		toni.baker@boone.kyschools.us
Kathleen Gutzwiller	Primary	Principal	859-334-4450	kathleen.gutzwiller@boone.kyschools.us

Agreement Terms

During the Agreement Term, Shutterfly Lifetouch, LLC. is designated as the Account's exclusive professional photographer and authorized hereby (i) to photograph all students and staff who participate in "Picture Day" events and (ii) to produce and deliver photographs for the programs identified above. The Account is solely responsible for obtaining any parental consents necessary and/or for enabling parents to opt out of participation in Picture Day activities or inclusion in class photographs or yearbooks (as the case may be). In exchange for the services, the Account will allow access to students, staff and use of Account property and information for Account-authorized purposes, including Picture Day administration, fulfillment and distribution of deliverables to the Account, delivery of Picture Day notices, and to provide parents of students photographed opportunities to purchase individual and class pictures and yearbooks as applicable. Lifetouch will not disclose confidential information provided by the Account (the Account Data) or use it for any purpose except to fulfill the services requested to be performed by Lifetouch. The school remains in control of the Account Data at all times, and Lifetouch will retain the Account Data only as necessary to fulfill its obligations under this Agreement.

The terms of this Agreement are not subject to change or cancellation by either party during the Agreement Term except by written consent of both the Account and Lifetouch.

Signature

Account / School Representative 1	Account / School Representative 2 (if necessary)

Shutterfly Lifetouch, LLC. Representative


Tammy Gerdes (Aug 24, 2020 11:45 EDT)