



21-22  
school year

# Service Agreement

## Ballyshannon Middle Sch

Lifetouch ID: 483734

Account Representative Email:  
tammy.gerdes@lifetouch.com

School Year(s): 2021-2022

Contract Length: 1

### Account Information

Ballyshannon Middle Sch  
7515 Shamrock Ave  
Union, KY 41091

Main Phone: 859-905-2620  
Enrollment: 660  
Grades: 6 - 8

### Summary of Programs Provided

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

Program Type*	Start Date	End Date	Setup Time	Start Time	End Time	Est. Photo'd	Setup Location
Fall Individual - Original (Fall Individuals)	09/07/2021	09/07/2021	7:00 AM	8:00 AM	1:30 PM	600	2 Cameras
Fall Individual - Retake (Fall Individuals)	10/20/2021	10/20/2021	7:00 AM	8:00 AM	9:00 AM	50	1 Camera
Fall Individual - Candid (Fall Individuals)							Yearbook Included in Agreement
Fall Individual - Other (Fall Individuals)	08/16/2021	08/16/2021	8:30 AM	9:30 AM	1:00 PM		1 Group Camera
<b>Additional Notes:</b>	Staff Groups						
Spring Individual - Original (Spring Individuals)	03/29/2022	03/29/2022	7:00 AM	8:00 AM	1:30 PM	600	
Sports - Original (Sports)							
<b>Additional Notes:</b>	To be scheduled with AD						

\*Proposed details or TBD if blank

### Account Services

- ☐ Yearbook - Media CD/DMD    Yearbook Provider:  
☒ Parent Notify  
☐ Storefront    Storefront Contact:  
☒ Lifetouch Portal    Lifetouch Portal Contact: Sarah Stamper

### Other Services

Color Portrait Strip  
(Pilot) Photo ID Laminated Horizontal Punched

### Additional Details

### Contact information

Contact Name	Title	Role	Phone	Email
Crissy Nelson	Administrative Assistant	Picture Day Contact	859-905-2620	crissy.nelson@boone.kyschools.us
Jill Stinson	Administrative Assistant	Picture Day Contact	859-905-2620	jill.stinson@boone.kyschools.us

Kim Hutson	Administrator	EDT Coordinator	859-905-2620	kim.hutson@boone.kyschools.us
Erika Bowles	Principal	Primary Contact	859-905-2620	erika.bowles@boone.kyschools.us
Sarah Stamper	Teacher	Portal Contact; Yearbook Adviser	859-905-2620	sarah.stamper@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.

## Signatures

DocuSigned by:

  
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4/6/2021

Tammy Gerdes

Account Manager

Crissy Nelson

Administrative Assistant