

# 2024 Photo Day **Online Order Instructions**

### **Dear Parents and Students of Toorak Primary School,**

Your school photo day is on 04-03-2024 and your school prefers orders to be placed online. It is important that the ordering instructions below are followed, and all students are photographed regardless of purchase.

\*\* IMPORTANT PLEASE NOTE – ONLINE ORDERING FOR SIBLING PHOTOS WILL CUT OFF ON 03-03-2024 \*\*

**ONLINE ORDERING:** Your child's school photos are now available for secure online purchase only

#### **4 EASY STEPS TO ONLINE SCHOOL PHOTO ORDERING**

Step 1: Click Here. - Click on this link if you are using a supported device - OR - Go to www.advancedlife.com.au before photo day and enter your school code [F5E BW4 VJ8]

Step 2: Enter your student's details

Step 3: Choose the package that best suits your needs (all orders will be delivered to the school for collection)

Step 4: Pay for the photos via the shopping cart (upper right corner of the page)

\*\*Online Orders have a 1.5% merchant fee applied when using Visa, Mastercard or PayPal.

Please note: If you miss photo day, portrait and group packages can still be ordered online for 7 days afterwards with no late fees. After that time, late orders will require separate processing and handling and therefore will incur a \$15.00 late fee per package.

## **FAMILY / SIBLING PHOTOS:**

#### **EASY ONLINE FAMILY / SIBLING PHOTO ORDERING**

- Go to www.advancedlife.com.au before photo day and enter your school code [F5E BW4 VJ8]
- Family/Sibling photo orders online close on 03-03-2024

Please Note: A portrait and a class group photograph will be taken of every student at the school, regardless of purchase. Photographs of your children taken as part of a class group are only permitted to be distributed within their own class. Your child's name will appear on the class group photo. If you **DO NOT** wish your child to be photographed, please contact your school office with your instructions prior to Photo Day.

Please feel free to contact us via email or phone should you have any queries regarding your child's school photo order. info@advancedlifevic.com.au or 03 9852 1133 **Advancedlife Team**