



Steps to Order Sports Portraits

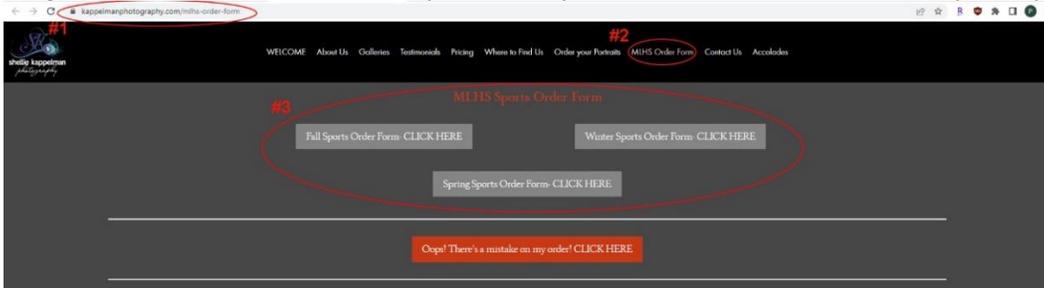
Below, are the directions to order your portraits online **before** picture day. No in-person orders.

We will only photograph students who order ahead unless your student specifically asks to be photographed. Orders placed after 5pm on picture day will incur a \$10 late fee. If your student is not photographed but you've ordered, you will receive one 8x10 team portrait and a refund (minus \$10 and the late fee if applicable).

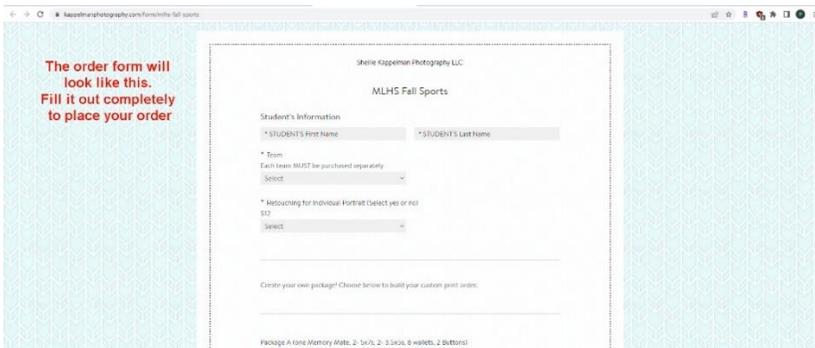
Step 1- Go to www.kappelmanphotography.com

Step 2- Click on "MLHS Order Form"

Step 3- Check out the various products you can order and click on your sport's season



Step 4- Fill out the form completely. Each sport/student must be ordered separately. Please double check your email address and credit card information.



Step 5- Please note that all orders must be placed online.

ORDERS PLACED AFTER 5PM ON PICTURE DAY will incur a \$10 late fee

Step 6- Hit "Send" to place your order. You should receive an email right away.



Please note: If you are entering orders for a second student, your receipt will show the first student's name. Rest assured that as long as you entered the second student's name correctly at the top of the form, that is how I will see it. I apologize for the website glitch!