

How to Book Your Appointment (step by step):

STEP 1:

- Appointments must be booked online. Visit the following web link:

https://booknow.appointment-plus.com/d6x6cm7k/?e_id=12919

(THE WEBSITE WILL LOOK LIKE THIS):

Appointment Locator

Location Address
Unit # 3 - 1410 Mountain Avenue
Winnipeg, MB R2X 3C4

Select Camera

School Day Individual Portraits

Individual School Day Photos - will be a Prepay program; you will be able to view available package options and can pay by debit, credit card or cheque only (cash will not be accepted). Please provide the photographer with your full mailing address as your photo package will be mailed to you by Canada Post mail. Appointments can be for students who need their original photo OR retake photo taken. Photos will be taken at the Lifetouch Studio located at: Unit # 3 - 1410 Mountain Avenue.

Date

November 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Please read info for your specific school below - if dates are fully booked they will appear GREY - please be patient for more dates to be posted online. You can only book your appointment on the dates that are specific to your school. Thank You.

1) School Day Individual Portraits (original and retake):

Available Dates:

- * Tuesday, November 30
- * Wednesday, December 1
- * Thursday, December 2
- * Friday, December 3

These will be the only available dates.

Photos will be taken at the Lifetouch Photo Studio located at: Unit # 3 - 1410 Mountain Avenue

2) University of Manitoba - for the following Faculties ONLY: Agriculture, Arts, Commerce, Engineering & Nursing:

Available Dates: Monday, November 22 to Friday, November 26

you can book under camera # 1 or camera # 2 (there is no difference)

Session Fee is due at the time of your photo session.

You must include your Faculty name in the special instructions box.

Photos will be taken at the Lifetouch Photo Studio located at: Unit # 3 - 1410 Mountain Avenue

STEP 2:

- Available dates will be highlighted in BLUE under the "School Day Individual Portraits" camera. You can click on the blue date that you would like to book.
- If the date appears as GREY then that date is fully booked. Please keep in mind you can only book on the dates provided - availability is limited.

November 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	01	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

STEP 3:

- Once you have clicked on the date you'd like to book, you will see a list of available times. Appointment slots that appear **white** are available to book. Appointment slots that appear **grey** are not available. Click on the white box of the time you want to book.

Select Appointment Time	
Tuesday, November 30, 2021	
	School Day Individual Portrait...
3:00pm	Grey
3:05pm	Grey
3:10pm	Grey
3:15pm	Grey
3:20pm	Grey
3:25pm	Grey
3:30pm	White
3:35pm	White
3:40pm	White
3:45pm	White
3:50pm	White
3:55pm	Grey
4:00pm	White
4:05pm	White
4:10pm	White
4:15pm	White
4:20pm	White
4:25pm	White
4:30pm	White

STEP 4:

- After you have clicked on the white box of the time you want to book, select **“New User”** and fill in the required fields. **Note:** please enter the students name, not the parent.

Selected Appointment	
Camera	School Day Individual Portraits
Session	School Day Individual Portraits
Date	Tuesday, November 30, 2021
Start Time	3:30pm

Please complete the following information:

Are you a new or returning user? **New User** Returning User

New User

* Indicates required field

* Student First Name	<input type="text"/>
* Student Last Name	<input type="text"/>
Primary Phone	<input type="text"/>
* Cell Phone	<input type="text"/>
* Email	<input type="text"/>

STEP 5:

- You are welcome to include any special notes that you want to communicate to the photographer by filling out the “**Special Instructions**” box. You can leave this blank if you have nothing to add.



Special Instructions - please include any special notes that you'd like to communicate to the photographer.

Once you have booked your appointment online, you will receive a confirmation email. Please write down your appointment date and time on your calendar or in a safe place.

Retake Appointments:

- If your child received proofs from the school’s picture day, please bring them to the appointment so the photographer is able to view the images that were taken.
- If you prepaid for a photo package, please bring the complete package to the appointment and we will exchange it for a new package at no charge.

Please Note:

- These photo sessions are strictly for photo packages only.
- Student ID cards **will not** be produced from these sessions.
- Photos **will not** be sent to the school for any reason.
- The photographer accepts debit, credit card and cheque only - cash will not be accepted.
- Please be ready for your appointment (ie: grooming and outfit).
- Unfortunately, there are no washrooms or change rooms available for use.

Thank You.

COVID-19 POLICY:

- In order to ensure your safety and that of our staff, we have made adjustments to our daily operations to ensure a safe environment, including mask usage, no touch posing, no assistance on grooming and social distancing.
- If you are experiencing any symptoms related to COVID-19 as outlined by the Province of Manitoba, please do not come to your appointment and we will be happy to reschedule you at a later date. You can refer to the Health Canada Screening Tool website to take a self-assessment test at: sharedhealthmb.ca/covid19/screening-tool/
- **Masks are mandatory and can only be taken off when directed to do so and ensure you are practicing safe social distancing at all times.**
- Please arrive 5 - 10 minutes prior to the start of your scheduled appointment time.
- You can park in any stall between # 6 - # 13. These stalls are located in front of the Unit # 3 Studio door.
- There will be no public washroom or change rooms available.