



UNIVERSITY
OF
JOHANNESBURG

Pre Order & Fast Track Queues

Graduands...

OFFICIALLY APPOINTED PHOTOGRAPHERS

visit our professional portable studios
2 hours before and after your Graduation Ceremony

Congratulations Graduands / Diplomands, Kindly refer to the simple instructions listed below. Follow the three easy steps on how to order your graduation photographs. Orders accepted on the day of your graduation or before.

1. Stage Photographs: This taken of every Graduand / Diplomand during the ceremony.

- 1 x 20 x 30cm stage photograph (Official Stage).
- 1 x 20 x 30cm stage photograph (Official Hooding).
- 1 x 20 x 30cm off stage photograph (Single Portrait).
- 6 x 10 x 15 cm bonus jumbo size prints + 1 low res email image.
- Option to upgrade to A3 package. (refer to order form)

R350

2. Family Photographs: This is optional. (refer to order form)

- Graduands / Diplomands may have additional photographs taken with their spouse or family members.
- All family photographs are generally taken two hours before the ceremony and two hours after the ceremony.
- Please be informed that no family photographs will be taken during the FORMAL GRADUATION CEREMONY.

**From
R100**

3. Procedure to follow at Graduation / how to order / payment options: Refer to order form inside

- Step 1: Complete order form at designated area which will be clearly marked.
- Step 2: Hand in order form and payment to photographers admin table and obtain an invoice.
- Step 3: Follow arrows to studios for family groups and single portraits.

Terms and Conditions apply: visit www.imagefactor.co.za



Please note no family / studio photographs will be taken during the ceremony

Private / Freelance photographers will not be allowed on the premises.

GRADUAND'S DETAILS:

GRADUAND'S / DIPLOMAND'S NAME: -----
(as appears in the programme)

GRADUAND'S / DIPLOMAND'S SURNAME: -----
(as appears in the programme)

ADDRESS: -----

 ----- CODE: -----

TEL: (W) -----
 (H) ----- (C) -----

E-MAIL: -----

DATE OF GRADUATION: ----- TIME OF GRADUATION: -----

DEGREE: -----

Identification (describe clothes worn on stage) NOT GOWN:

STAGE PHOTOGRAPHS ONLY:

OPTION A:	<h2 style="color: #e67e22;">STANDARD STAGE SPECIAL</h2> <p>3 x 30 cm x 20 cm Prints 6 x 10 cm x 15 cm Prints 1 x low res email image</p> <h1 style="color: #e67e22;">R350</h1>	<p style="color: #e67e22;">Standard Stage Special (A4)</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">R350</td> <td style="width: 50px; height: 20px;"></td> </tr> </table> <p style="color: #e67e22;">Upgrade to 30 cm x 40 cm (A3)</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">R550</td> <td style="width: 50px; height: 20px;"></td> </tr> </table>	R350		R550	
R350						
R550						

OPTION B:	<p>HIGH RESOLUTION CD ONLY (NO PRINTS SUPPLIED)</p>	<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">R350</td> <td style="width: 50px; height: 20px;"></td> </tr> </table>	R350	
R350				

OPTION C:	<p>BOTH OPTION A+B (PRINTS & HIGH RESOLUTION CD)</p>	<p style="color: #e67e22;">Standard Package (A4)</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">R600</td> <td style="width: 50px; height: 20px;"></td> </tr> </table> <p style="color: #e67e22;">Upgrade to 30 cm x 40 cm (A3)</p> <table border="1" style="width: 100%;"> <tr> <td style="text-align: center;">R750</td> <td style="width: 50px; height: 20px;"></td> </tr> </table>	R600		R750	
R600						
R750						

STAGE SUB TOTAL

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FAMILY PHOTOGRAPHS:

Pre Order & Fast Track Queues

INV:

DESCRIPTION	STANDARD 20 X 30 CM A4 TICK ✓	UPGRADE TO 30 X 40 CM A3 TICK ✓	DIGITAL IMAGE ONLY TICK ✓	QTY
Graduand / Diplomand only	R 100 .00	R 150 .00	R 150 .00	
Graduand / Diplomand & Parents	R 100 .00	R 150 .00	R 150 .00	
Graduand / Diplomand & Spouse	R 100 .00	R 150 .00	R 150 .00	
Graduand / Diplomand & Mother	R 100 .00	R 150 .00	R 150 .00	
Graduand / Diplomand & Father	R 100 .00	R 150 .00	R 150 .00	
Graduand / Diplomand & Family	R 100 .00	R 150 .00	R 150 .00	
Graduand / Diplomand & Other	R 100 .00	R 150 .00	R 150 .00	

All posed photographs must be paid for.

SMS with post office tracking number will be sent to all graduates

Orders take 30 working days to be completed

Family Sub Total R

Add Stage Sub Total R

Add Door to Door Courier (South African Cities only) R

TOTAL AMOUNT DUE R

POSTAGE: TELL US YOUR PREFERENCE (DOOR TO DOOR COURIER IS A GUARANTEED SERVICE)

National Registered mail No Cost <small>This is not a reliable service</small>	Door to door courier R150	International Postage R200 <small>SA Post Office</small>
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IMAGE FACTOR GRADUATIONS - NEDBANK LIMITED ZA
(B) BUSINESS KZN - (B/C) 198765 - (ACC) 1089294255

PAYMENT OPTIONS:

CASH
 CHEQUE
 CREDIT CARD DEBIT CARD
 EFT

NAME & SURNAME OF CARD HOLDER: _____

CARD NUMBER:

EXPIRY DATE: ----- LAST THREE DIGITS ON THE MAGNETIC STRIP / CVC

SIGNATURE: ----- BUDGET: ----- MTHS

PLEASE FAX OR EMAIL INVOICE AND PROOF OF PAYMENT

Graduation Day Tips

Have your photos taken BEFORE OR AFTER the ceremony.

Graduands / Diplomands and family often think that they have to wait until they have their Degree / Diploma Scroll for photographs, this is not the case.... We have fake scrolls for the purposes of official Graduation photography.

The official photographer's photo booths are open almost two hours prior to the Graduation and after the Graduation ceremony, until the last Graduand / Diplomand are in the queue.

Visit the Photography admin desk and order your photography packages, complete order forms, make payment. Have your photos taken. If your family isn't coming until later, you can have your individual photos taken before the ceremony, then come back afterwards for as many photos as you like with your family and friends. (Remember, all posed studio photographs are compulsory to be purchased at the advertised price and the validity of stipulated price, which is TWELVE MONTHS FROM THE DATE OF YOUR GRADUATION. Find your seat at the ceremony early. You generally need to be seated at least 30 minutes before the ceremony starting time, depending on your institution. The photo booths are closed while the ceremony is in progress. The institution does not allow photography at this time and Graduands / Diplomands Parents are not allowed to leave the Graduation auditorium.

Enjoy!

Your graduation is the culmination of years of hard work, commitment and sacrifice. Make sure you relax and enjoy the day surrounded by your family, friends and fellow Graduands / Diplomands.



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