



LEURA PUBLIC SCHOOL
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respect

responsibility

resilience

12th December 2018

2018 Art & Music Showcase - Photo Gallery

We are excited to offer you the opportunity to purchase the photos from the 2018 Art & Music Showcase Night. A website has been set up displaying the best photos taken on the night.

Please note that only a 5x7 print is offered for purchase. No other size, or digital downloads are available. The photos are priced at \$2.00 each.

Whilst you will be able to add the photos to a "Cart", please note that payment will need to be made **to the school via the office, or the school's POP.**

The photo gallery can be found at <http://gallery.wingus.net/lps>

- Click on the *Leura Public School Art & Music Showcase 2018* box.
- You will be asked for a password. The password is **Respect** (case sensitive).
- To purchase a photo, click on the photo you wish to purchase.
- In the *Select Product* section, click on the circle next to *Print – 5x7 - \$2.00*. Adjust/accept the Quantity required, then click *ADD TO CART*. A confirmation message will appear at the top of the screen.
- Add as many photos as you wish, then click *Checkout* at the top of the page. Here is where you need to enter some of your personal details. Ensure you have selected the *Local Pickup Shipping Method*, and the *Manual Payment Method*. When you are happy with your order and have entered all the required information, click on *COMPLETE MY PURCHASE*.
- A confirmation of your order will appear, and a copy of the order will be sent to your nominated email address. When making payment to the school, quote your order number.

Should you encounter any issues during the ordering process, please email photography@wingus.net.

If you do not have internet access, please use the attached order form. A printed copy of the photos will be held in the office for viewing and ordering.

Please note that all orders, whether online or manual, **must** be finalised by COB on **Friday, 14th December**. No orders will be accepted after this time. This is to ensure delivery before the end of next week.

Yours sincerely

Elise Berwick
Principal

