



Website, [gemshots.com](http://gemshots.com)

Email, fastest response, best method of communication, [info@gemshots.com](mailto:info@gemshots.com)

Voicemail, speak slowly and clearly,  
4045020036

**EMAIL IS BEST!**

Thank you for making your advance purchase of digital files. You now own all images produced during the senior portrait sitting. You can use them to order other products as you need them.

There is one last step to complete the process. You must use the enclosed form to indicate which images are to be edited as part of your purchase. Once the form is received by Gemshots, the images chosen will be edited. This process takes **2 to 3 weeks**. The edited images will then be returned to your gallery where you can download them and use them for any purpose.

Scan the form as PDF or Jpeg and return by email to [order@gemshots.com](mailto:order@gemshots.com). Please send the form, not just the information. We need the form for our records.

The form contains your choice for the **Yearbook**. We need that information no later than **September 15, 2025**. After 9/15/25, Gemshots will make the yearbook choice.

This is the second year we have used the advance purchase option. It seems to have been well received. If you have suggestions as to how we might improve the process, please send us an email, [info@gemshots.com](mailto:info@gemshots.com).

Thank you,

Jim Matthews

# Digital Appointment Form

You have paid for the Digital Upgrade.

Please complete this form and mail or email so we can fulfill your order.

Please return this form to Gemshots by 8/15/25.

## Pace Academy Class of 2025

Student Name \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Please list 5 images to be edited:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

When the editing process has been completed, 2 to 3 weeks, the edited images will be put back into your online gallery. You will be able to download and use the edited version in any manner you choose. You can order prints and other products directly from the gallery.

### **IMPORTANT!**

My Yearbook  
Picture choices  
are:

Indoor:

\_\_\_\_\_

Outdoor:

\_\_\_\_\_

# Photo Products Make Great Gifts

Use this form to order any of our other products. You can see the products at our website,  
gemshots.com.

Use the back of this page if you need more room to list the image numbers you would like in  
the Photo Box.

If purchasing a Photo Box, be sure to designate the image you want on the cover  
(or we will choose for you).

Pace Academy Class of 2026

Student Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email (for invoice and digital delivery) \_\_\_\_\_

Phone \_\_\_\_\_

**IMPORTANT!**

My Yearbook  
Picture choices  
are:

Indoor:

Outdoor:

	List Images Here Or On Back		Circle Your Price
1		5x7 Photo Box w/10 Images	\$
2		5x7 Photo Box w/10 Images +Digital Files	\$
3		5x7 Photo Box w/15 Images	\$
4		5x7 Photo Box w/15 Images +Digital Files	\$
5		20 Image 5x7 Leatherbound Proofbook	\$
6		2 Image 5x7 Leather Folio	\$
7		2 Image 5x7 Leather Folio +Digital Files	\$
8		3 Image 5x7 Leather Folio	\$
9		3 Image 5x7 Leather Folio +Digital Files	\$
10			



## 5x7 Photo Box

Can be ordered with 10 prints or 16 prints.

## 5x7 Leatherette Folio

Can be ordered with 2 images or 3 images.



## 20 Image Leather Proofbook

Can be ordered "Edited" or "Unedited".