

General Studio Guidelines
Please Read Before Photography Session

Location

4717 N. Lincoln Avenue (in the Lincoln Square neighborhood).

South of the three-way intersection of Western Ave. / Lincoln Ave. / Lawrence Ave.

*Located above Degerberg Martial Arts Studio.

Contact Information

773-506-7002 Studio phone and fax

312-285-9067 Sarah's cell phone

773-439-9027 Julia's cell phone

sarah@sarahalair.com

jrendleman@sarahalair.com (Julia Rendleman, Office Manager and Associate Photographer)

Parking

Meter spots available on Lincoln Avenue between Leland and Lawrence (this is the one-way section of Lincoln Avenue in the heart of Lincoln Square) and additional meter spots under Western Brown Line in parking lot. Or, open parking available on Leland Avenue (just South of the studio).

Deposit to Hold Session Time \$50

We will ask for a credit number when you book your session.

Cancellations

2 days before session -- We will refund your \$50 deposit.

1 day or day-of session – Your \$50 deposit will not be refunded, as your time slot can no longer be booked with another family.

With Every Session You Will Receive

1) Online Web Gallery – 6 months

With every session we create an Online Web Gallery for you to view your photos for 6 months. The online web gallery will be available approximately 2-3 weeks after your session through pictage.com. You will be given a password with directions on how to view and release your photographs to others.

2) DVD of Hi Res Images

With every session you will receive a DVD of all images in hi resolution jpegs. With this DVD we strongly encourage you to make a backup copy and store it in a separate safe spot, in case you lose or damage the original. You will receive a copyright release stating that you have bought all rights to duplicate the DVD, and to make unlimited reprints. The DVD is formatted for PC or Mac computers but is not playable as a movie in a TV DVD player. If you are interested, we can create a DVD Montage of your images set to music that is playable in a TV DVD player for approximately \$300. (Great gift for grandparents, or to use at a wedding).

3) Proof Prints

You will receive 4x6 proof prints (a mix of B/W and color) of the Artist's 50 Favorite Images. These proof prints will not have any watermarks or logos on

them and will be available for you to pick-up approximately 2-3 weeks after your portrait session.

Props

Typically we do not include very many, if any, props in our images but we do have a number of toys and stuffed animals that we use to get kids to laugh. We encourage you to bring your child's favorite toy (one you would not mind appearing in the photos). We might also offer candy or other treats to entice children, but we will ask you first before offering. If there is a special treat that works for your child, feel free to bring it with you. If you are bringing your family pet, please make an extra effort to remember to bring some pet treats.

An Unhappy Child

At every session we will do our best to have fun with your child and to-date we have not had a child that did not eventually laugh and smile. In the event your child is unhappy the entire session and subsequently you are disappointed with the images, we will do a re-shoot at no additional charge.

Backgrounds / Inside and Outside

At all times of the year in the studio we have neutral backgrounds and chairs (black, white, brown or grey) and will choose the colors based on the outfits you bring. If you have a particular idea in mind, please tell us in advance so that we can discuss and prepare. We are always looking for new ideas and suggestions are more than welcome. If the weather permits, we can go outside for shots of your child running around. If you know that you want summer shots in a park or at the beach, please let us know ahead of time and we will discuss location options.

Outfit Changes

Children. We suggest 2-3 outfit changes. We will start with your favorite outfit and work our way through to the least favorite. Cute hats and different shoes or coats are also encouraged. Bright solid colors, or strips or prints are great. We discourage any clothing with logos or writing.

Parents and engaged couples. We suggest 1-2 outfit changes. We discourage any logos or writing. We also discourage dark colored turtlenecks. Button-up shirts with collars or shirts with no-collars work best. Feel free to bring different jewelry as well.

Bridal Sessions. Bring or wear a white T-shirt top to the session so that you can retouch your hair and makeup while wearing white but before you put on your gown. If you are worried about getting your gown dirty before the wedding then we can always do your bridal session after you return from your honeymoon.

Pregnancy Sessions. Bring 2-3 outfit changes. A dress or outfit that you love and then pants or jeans and a tank top and/or button-up top. You may also want to bring a wrap or a sheet scarf. For added fun bring a few changes of jewelry.

Time Slot

Most portrait sessions take approximately 1-2 hours, depending on the number of children and other family members. Please note that if you are late to your appointment

and we have someone scheduled after you, or you are the last appointment of the day, we will not be able to let your session run overtime.

Print Options

- 1) **Pictage.com.** Prints may be ordered online through your Online Web Gallery for the 6 months following your portrait session. We recommend using Pictage if you are ordering prints smaller than 8x10. For larger prints, call the Studio so that you can speak to someone directly about your special cropping, coloring, and retouching needs.
- 2) **Sarah Alair Photography.** We are happy to handle any print, album or framing order directly. Our prices are the same as those listed on Pictage.com.
- 3) **Do It Yourself.** All images are shot in RAW format and converted to 9x12 size at 300dpi jpegs. Thus the hi resolution jpegs that you will receive on your DVD will be large enough that you can print up to 20x24 without any loss in quality. *In Chicago we recommend that you take your DVD to J&S Photo Lab at 1000 North Halsted (their front door is actually on Hooker Street – diagonal street near FedEx approx. at Halsted/Division) phone 312-751-8899.*

Framing

We offer black metal frames that are ½ to 1 inch thick. If you are looking for a more elaborate frame or something in a different color or material, we suggest Artists' Frame Store located at 1986 North Clybourn Avenue (773-248-8189). From our experience, Artists' Frame Store has the best selection, quality and prices. We will work with you to print the size print(s) you need for any frame you select.

Checks and Credit Cards Accepted: Visa, MasterCard, or American Express