

M5 Imaging - Information Sheet (Apr. 2011)

If you have any questions, not answered below, please e-mail m5imaging@accesswave.ca .

Photographs and DVD's of many Coastal Dance performances and events, past and present, are made available through M5 Imaging. This guide is to help you order and receive your photos & DVD's in a timely manner.

All photos offered for sale are displayed on a secure internet site and a password is required for entrance. Normally the password (coastalpix) will be supplied by Coastal Dance via an e-mail to Coastal Dance families.

Payments are to be made to **M5 Imaging** (not Coastal Dance).

Process:

1. Go to www.m5imaging.smugmug.com on the internet to view.
2. Select the "Gallery"
3. Select the picture(s)
4. Fill in the Order form (previously picked up at Coastal Dance Studio or downloaded from www.Coastaldance.ca. Ensure you have entered the correct photo #(s) and "package(s)" you want

Send Order and Payment to M5 Imaging, per the order form, or leave at Coastal Dance.

- a. Payment may be by Cash, Cheque, Money Order (Sorry, no credit cards)
- b. or PayPal to marchershee@accesswave.ca
- c. or (quickest!!) from your bank by Interac Money Transfer (Check with your bank for details) to marchershee@accesswave.ca (use **coastal** as the question and **dance** as the answer)

If paying by PayPal or Interac you may e-mail your order to marchershee@accesswave.ca . (Does not have to be on an actual "Order Form", as long as the information is clear).

5. Studio pick-up is during Studio hours.
6. Delivery of your order to the Coastal Dance Studio is at no charge. Other is at \$10 per order.

Your order will be delivered to the dance studio as soon as it is ready. DVD orders will be ready later and will not delay photo orders. A general notice of delivery will normally be e-mailed from Coastal Dance.