

Name: _____ Date of Request: _____ Linked to Room(s)#: _____

On Camera: ☐ **On Chip*** (Preferred): ☐ On CD: ☐ Other: _____

*Please submit chips with only pictures from one activity. If there are more than one activity, submit more than one Requisition Sheet and identify by Picture Id's on back of each Requisition Sheet.

☐ Delete Files from chip (Preferred) ☐ DO NOT DELETE
(New) Range of Pictures for event: From _____ to _____ or All on Chip _____

All submissions will be placed on Web unless this space is Marked ☐ Not For Web
☐ On the Webpage

Activity Title: _____
Teacher Name(s) (optional): _____
Grade or Room #'s (optional): _____
Activity Date: _____
Ending Words (will be after last picture): _____

☐ Please Print B&W's or ☐ Please Print Color (100 per teacher/per year)
☐ 2 to page (5x7) ☐ 2 to page (5x7)
☐ 4 to page (3x5) ☐ 4 to page (3x5)
☐ Whole page (Please limit pictures) ☐ Whole page

____ Video Camera Needed Date: _____ DVD needed of this event
____ Other Requests: _____

Thanks, Jim Dretske

Office Use Only

dl _____

SZ _____

wp _____

ul _____

lk _____