



1019 Wilso Drive
Baltimore, MD 21223
410-525-1700
800-445-1191

Attention Parents & Guardians
<<Matthew Henson Middle School>>

Our school has contracted Lifetouch Photography as our official yearbook photographer for the 2009/2010 school year. Lifetouch offers a variety of portrait packages and background styles for your selection. Each student will receive a picture day flyer with payment envelope approximately 1 week prior to picture day. If your child does not receive this flyer additional copies will be made available in the school office. In the interest of security, check or money order is the payment type recommended. Parents preferring to pay with credit card may prepay on line by visiting MyLifetouch.com. Simply follow the on line instructions for making credit card payments. Photographers will not be able to open payment envelopes to make change for cash customers. If cash is your preferred method of payment, please include the exact amount in your payment envelope. **ALL** students will need to be photographed for yearbook and administrative purposes but only those with a completed order form will receive a portrait package.

Lifetouch Photography can provide additional information regarding picture day directly to parents and guardians by calling toll free 800-445-1189 or locally at 410-644-7700 Monday through Friday 8:30am – 5:00pm or via e-mail at UCAnswers@Lifetouch.com

Make-up picture day will take place on Tuesday, October 27, 2009.

Sincerely,

<<Ronald E. Stup>>

<<Principal>>