

Customer Account Label Here

Presentation Scheduled:  
Order Taken:

Session Type: \_\_\_\_\_  
Consult Completed: \_\_\_\_\_  
Session Fees Paid: \_\_\_\_\_  
Permits Requested: \_\_\_\_\_  
Session Completed: \_\_\_\_\_  
Images Loaded: \_\_\_\_\_  
Images Edited: \_\_\_\_\_  
Slide Show Created: \_\_\_\_\_  
Slide Show Emailed: \_\_\_\_\_  
Order Entered: \_\_\_\_\_

Order Completed Entirely:  
Master File Archived:  
Customer Thank You Sent:  
Invoice to Be Filed:

**Orders Submitted to Lab:**

*Comments:*

**Album Print Tracking:**

*Customer Notified:* \_\_\_\_\_ *Approved:* \_\_\_\_\_ *Prints to L C:* \_\_\_\_\_  
*Comments:*

**Framing Ordered:** \_\_\_\_\_ **Frame Co:** \_\_\_\_\_

	Small Prints	Portraits	Album	Frames/Mats	
Notified					
Location					
Follow Up					
Pick Up					