

How to Make an Appointment Online for Photography

Click on the link provided to the church, (church web site, Facebook page, by email, etc) to set an appointment. **(If you would like to set an appointment by phone, please call: 1-877-896-9667 ext. 360)**

Once the link is open, choose a date (provided by the church), then choose a time for your photography appointment.

Please enter the following information:

(You **do not** have to enter your address or a user name & password.)

--First and last name

--Number of people in your group

--Phone number(s)

--Email address.

(If you **DO NOT** have an email address, please enter dfox@theportraitcafe.com)

Click **PROCEED**** to continue making your appointment
this will take you to another page then click
****MAKE APPOINTMENT******

A confirmation number will show if the appointment was made.

You will receive a confirmation email if your email address was used. (If the dfox@theportraitcafe.com was used you **will not** receive an email confirmation.)

You will receive a reminder email if your email was used.

You will receive a phone call to remind you of your appointment.

*****If you need to change or cancel your appointment, please call
1-877-896-9667 ext. 360*****

Thank you for your participation, and remember to SMILE!