

Ocean Lakes ES Fifth Grade Graduation Slide Show Request

Please PRINT all information legibly. Requests that cannot be clearly read will not be processed.

STUDENT NAME _____

CONTACT NAME (Parent/Guardian) _____

Graduation Year _____ (Slide shows are available for every year since 2001 *except 2011*)

Preferred method of contact when ready (please check all that apply):

Phone _____

Email _____

Text _____

There is NO CHARGE for the slide show, but you must provide a blank disc with your name clearly printed on it (a Sharpie marker is the best way to label it). The slide show can be saved in one of two formats: as a PowerPoint file or as a DVD video.

For the PowerPoint file, please provide a blank CD-R or CD-RW

For the DVD video, please provide a blank DVD-R

Please print this form, fill it out completely, and submit it to the main office at Ocean Lakes Elementary School, 1616 Upton Drive, Virginia Beach, VA during regular office hours. Your request will be processed as soon as possible. **Mr. Peake will NOT be at school during the month of July. Requests received after June 30 will be processed in August.**

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For office use only:

Date Rec'd _____ Date Disc Created _____ Date Notified _____