

Yearbook Ordering Procedure 2019-20

Please follow these instructions to be sure your student gets a yearbook at the end of the year!

Step 1: Log on to a browser of your choice

Step 2: Type in the following:

ybpay.lifetouch.com

<https://ybpay.lifetouch.com/Order/SelectJob>

Step 3: When prompted, put in the following code: 8478820 (Please be certain the you are in the correct Yearbook area. It should say Millburn Middle School in the upper left hand corner. If you would like to check an order at Elementary, check that school).

Step 4: When prompted, enter your child's first name, last name, and grade level

Step 5: The next page gives you the opportunity to order as many copies as you would like. Each copy will be \$25.00.

Step 6: The next page is where you will supply your billing information.

Step 7: Submit your order. At this time, you can print your receipt. If however, you should misplace your receipt, or you just don't remember if you placed an order, you can always come back to check on your order.

If you have any questions about this please reach out to our yearbook sponsor, Mrs. Harpke at sharpke@millburn24.net