

ANDREW JACKSON HIGH YEARBOOK SENIOR AD ORDER FORM

**TWO
GREAT
OPTIONS**

Purchase your ad online at www.jostens.com/yearbookads
Choose your ad layout, upload your photos, add your personal message and create your ad with just a few clicks. Credit cards, PayPal and eCheck accepted. Now offering no interest/no fee payment plans.

OR

Use this brochure and follow the steps below to submit your ad to the yearbook staff.



1. Select size, layout & price of your senior ad (varies by submission date).

2. Complete this order form, including e-mail address so we can send you a proof of your ad.

3. Provide photos for each space in the ad and your message typed or printed legibly.

4. Submit all materials and payment in a sealed envelope to Benjy Bell or drop off at the main office.

5. Celebrate with your student when the yearbook arrives.

*****ORDER EARLY & SAVE!*****

SIZE & LAYOUT (see brochure for layout choices)	if received by 10-13-17	if received after 10-13-17
<input type="checkbox"/> full page ad (8" x 10") <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H	\$180	\$195
<input type="checkbox"/> 1/2 page ad (8" x 5") <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> L <input type="checkbox"/> M <input type="checkbox"/> N <input type="checkbox"/> O <input type="checkbox"/> P	\$95	\$105
<input type="checkbox"/> 1/4 page ad (4" x 5") <input type="checkbox"/> Q <input type="checkbox"/> R <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> U <input type="checkbox"/> V <input type="checkbox"/> W <input type="checkbox"/> X	\$50	\$65

FINAL ORDER DEADLINE: 11-30-17

All photos, message, this form and payment must be received at the time of submission.

Submission Guidelines:

- Each ad template contains a number of photos; supply enough pictures to fill the photo blocks in the ad you chose. If you provide extra pictures or pictures that do not fit, the staff will use its discretion when designing the ad.
- Using a pencil, write softly on the back of the picture the student's name and photo-block number in which you want the picture to appear. If you do not number the photos, the staff will use its discretion in designing the ad.
- We will enlarge or reduce your photos as necessary. We will also "crop" (focus on key parts of) the picture to its best advantage.
- Care will be taken to return all photos; however, photo quality copies of prints should be submitted for irreplaceable photos. We do not take responsibility for lost or damaged photos.
- Please do not submit "proofs" from the photographer. We will not be able to use them.
- Photos may be submitted digitally on a CD or flash drive. Digital files MUST be at a resolution of at least 300 dpi, otherwise they will not be usable for yearbook publishing. When scanning photos, most scanning programs have a "Custom" section where you can change your resolution to at least 300. If submitting digitally, please number the files to correspond to the layout that you select. However, you **MUST** mail in a completed order form and payment.
- Submit your message typed (in a plain font) or legibly printed on white paper. We do not edit the text but will retype as you submit.

The yearbook staff reserves the right to alter any ad that does not meet our publication's guidelines. This includes, but is not limited to, any photograph or copy that may violate community standards, copyright or fair use laws.

Please send all materials to the attention of
Benjy Bell (Yearbook Adviser).
For additional questions or information, e-mail
benjy.bell@lcsdmail.net

Name of STUDENT as you would like to have it appear on ad:

Name of PERSON PURCHASING ad:

Email Address: _____

Contact phone: (_____) _____

of photos enclosed _____

Is this ad supposed to be kept secret from the student?

Yes No

I would like my materials returned so I am enclosing a self-addressed, stamped envelope (if you do not, your photos will not be returned)

These are copies. I don't need them back.

Please make all checks payable to:
Andrew Jackson HS

Amount of ad purchased \$ _____

I have enclosed cash

I have enclosed a check. Check # _____

(returned checks will be subject to a \$30 fee)

yearbook staff use only:

Sale Entered Images Scanned Ad Created Proof Approved

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11-30-17**