

Student Ad Order Form

The Thunderbolt

Congratulate your Student in the **2019** Todd Beamer Yearbook

est. 2004

DUE Friday, February 1, 2019

(Pay Financial Officer and Place **ALL** Pictures & Text in a brown envelope marked "Yearbook - Student Ads.")

Step 1: Register

Student's name _____

Address _____ Zip _____

Contact Person _____ Contact Phone _____

Email (we must have for questions/concerns/proof) _____

Note to Parents: This is a student-produced book and mistakes sometimes happen. We cannot refund your money if you are unhappy with your ad or your book. To preview your ad before it goes to print, please check the box below.

Child AD STATUS

(Circle)

Surprise Aware

Signature: _____

YES, I WOULD LIKE TO PREVIEW AD VIA EMAIL

Step 2: Select the Size of the Ad-Check One! ** Make checks payable to Todd Beamer High School **

AD Information

Please check the size: (Example Size Layout in Corner. Match the Letter)

A: Full page - \$350 (8 photo maximum)

8 inches wide, 10.5 inches tall

B: 1/2 page - \$200 (4 photo maximum)

8 inches wide, 5 inches tall

of printed pictures enclosed _____

of digital pictures enclosed _____

C: 1/4 page - \$125 (3 photo maximum)

4 inches wide, 5 inches tall

D: 1/8 page - \$100 (1 photo maximum)

4 inches wide, 2.5 inches tall

Step 3: Decide How You Want it Done

read "Frequently Asked Questions"

Check here if you plan to put the ad together yourself

Check here if you want us to design the ad **COST: \$25.00**

Check here if you want **ASSISTANCE** to design the ad

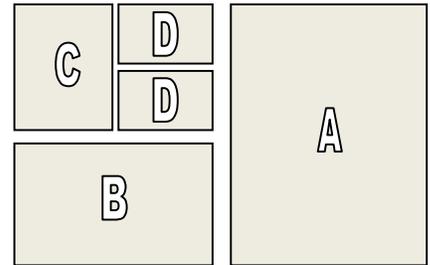
COST: \$25.00 (1-Hour)

*A staff member will work with you during the daytime or evening. This will cover scanning of the pictures, minor photo fixes, and helping YOUR VISION come true.

PLEASE MAKE A CHOICE. STAFF WILL CONTACT YOU.

Day Choice: [1] _____ [2] _____ **Time Choice:** [1] _____ [2] _____

Step 4: Attach Typed or Neatly Written Text



Staff Use Only Date Payment Received _____ Amount Paid _____ ck # _____ Cash Staffer Initials _____

Receipt Sent OR Received Date _____ Staffer Initials _____

PARENT ASSISTANCE Schedule Date _____ TIME _____ Staffer Initials _____

Proof Date emailed _____ Staffer Initials _____

Parent responded/approved YES NO Date _____ Staffer Initials _____ Response Attached: YES

Pictures returned Date _____ Staffer Initials _____

PHOTOGRAPHS MUST BE SCHOOL APPROPRIATE & YOU MUST OWN THE COPYRIGHT

Yearbook Advisor: Irvin Walentiny

Student Ad Order Form-----Frequently Asked Questions

Who designs the ad? You choose one...

If you design the ad: Try to use Photoshop or other program where you can save the completed ad as a jpg, or tiff. If you do not use a computer and are going to physically “cut and paste” photos onto paper, use clear plain white paper, not notebook paper, and glue, not tape. Tape shows! We suggest typing any text.

If we design the ad: On a piece of paper, sketch out how you think you’d like the ad to look. Type or neatly write any messages you want. Package your photos and text in a protective envelope and send it all to us. We’ll design the ad for you on the computer and we’ll send you a proof to look over. Be sure to include a phone number and e-mail address on the order form so we can do this!

ASSISTANCE with designing your ad: On a piece of paper, sketch out how you think you’d like the ad to look. A staff member will work with you during the daytime or evening. Bring your organized photos and text. Staff will scan your pictures, fix minor photo problems, and help with achieving the perfect layout for your senior. We will assist you in making your dream ad come true.

Why a Photo Maximum? Can I have more?

A photo maximum ensures that the images will be a size that will be clearly viewable. It also makes sure that you have space for your text at a size that is readable. You can send more, but clearly mark priority order.

We will only guarantee the maximum number. Please send long and short versions of your text. If you select, **ASSISTANCE with designing your ad**, then we will be able to work with you by finding the balance that you want to achieve.

Do I get my photos back?

Include a self-addressed stamped envelope with sufficient postage to have your photos returned. You can also arrange to pick up the photos. Care will be taken to return photos. However, if your photo is irreplaceable, make a copy and send us the copy instead. **The school, yearbook staff or the yearbook publishing company do not accept responsibility for lost or damaged photos.**

What are the rules for photos?

All parts of the ad must be **appropriate for school**. Ads with questionable photos or text will not be used. The yearbook staff reserves the right to reject photos or ask the customer to make changes.

You must OWN the copyright of the photographs.

Color or black and white?

The whole yearbook is in color, but if you like the nostalgic, trendy look of black and white photos, that’s fine! It’s your ad space!

Reminder...

- Do not cut, staple or fold photos.
- Send good quality photos. Poor photos do not improve in print.
- Scanned photos must be submitted at 300 dpi resolution in a jpeg or tiff format in at least a 4x6 format and burned to a CD
- All parts of the ad must be appropriate for school. No questionable photos or text

PLEASE KEEP THIS PAGE