

## To The Parents of All JLHS 2020 Seniors:

The 2020 Johannesburg-Lewiston Area High School Yearbook needs your senior...PICTURE, that is. Here's what we need:

### **SENIOR PICTURE INFORMATION and Quote – mandatory**

### **PHOTO MUST BE VERTICAL**

Senior pictures for the yearbook are due by **Thursday, December 5<sup>th</sup> 2019**;  
Electronic photos are best, your photographer can email them to [clarkh@jlas.org](mailto:clarkh@jlas.org)  
Or Bring a CD or flash drive in and we make a copy from there. If you are bringing in a hard copy photo, the BIGGER the better!! Please see Ms. Clark with any questions

## Senior Ad Information

### It's amazing how quickly they grow up...

Johannesburg-Lewiston Area High School is now accepting orders for senior congratulatory ads in the 2020 yearbook, so it's time to choose photos and start working on your message of congratulations, pride and love.

### Sharing your pride is easy:

1. Decide which size ad and which design you want.
2. Collect the photos you want to use and compose the message to fit the ad space.
3. Read all instructions for ad submission.
4. Complete the Ad Order Form; send it in with payment, photos and your message.

The deadline for receipt of completed ad materials is **December 18<sup>th</sup> 2019**. After that, the yearbook staff cannot guarantee that space will be available. Ads will be accepted in the order in which they are received. *Ads will not be printed if payment is not received!*

Please contact me (Heather Clark, Yearbook Adviser) with any questions; voicemail number at the high school is 989.731.4420 ext. 2159 or email at [clarkh@jlas.org](mailto:clarkh@jlas.org)

The yearbook staff is pleased to offer you this opportunity to honor your student and to support the 2020 Johannesburg-Lewiston Area High school yearbook.

# Ad Order Form

Please complete and return this advertising contract (or a copy of it) with payment and the photos and text for your ad.

Parent/Purchaser's Name \_\_\_\_\_

Student's Name \_\_\_\_\_

Street Address \_\_\_\_\_

City / State / Zip Code \_\_\_\_\_ Daytime Phone \_\_\_\_\_

**Is this ad to be kept confidential?** yes / no      E-mail Address \_\_\_\_\_

## Types of Ads/Size (all ads are full color)

**Full Page** \$120 ---Approximate dimensions: 8 1/2" wide x 11" high

**Half Page** \$60 ---Approximate dimensions: 8 1/2" wide x 5" high

**Quarter Page** Color: \$30---Approximate dimensions: 4" wide x 5" high

**Eighth Page** Color: \$15--Approximate dimensions: 4" wide x 2 1/2" high

## Payment (Personal check, cashier's check or money order)

Amount enclosed \$ \_\_\_\_\_.

Make check or money order payable to **Johannesburg-Lewiston Area High School Yearbook.**

**Photos:** instructions, requests, comments:

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**Copy/Text:** to be included in your ad (print clearly):

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*(If more space is needed, please attach separate sheet of paper.)*

## Special Instructions:

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**Please note:** only instructions on this form will be followed, instructions submitted in any other format are not guaranteed to be followed!

I agree to the terms and guidelines stated in this contract:

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

# Instructions for Ad Submission

- ★ Select the ad size you wish to purchase; please look at the samples provides when choosing.

## Photos:

- ★ Photos can be any photo you select, baby pictures, a favorite childhood memory, a favorite senior photo that was not submitted for the senior portrait section.
- ★ If you want photos returned you **MUST** include a self-addressed **STAMPED** envelope with the order form.
- ★ **DO NOT** send original copies of any photo you value; we cannot guarantee its return unless you include a self-addressed stamped envelope. Instead, submit a photo quality copy of any picture you cannot replace. We do not recommend computer generated ink jet photo images on plain white paper and we cannot be held responsible for the quality of the reproduction if you submit a photo in this manner
- ★ We cannot use photos which have been cut, glued or taped to paper.
- ★ Please **DO NOT** submit collages. They do not reproduce well and we cannot be responsible for the image quality problems that may arise.

## Text:

- ★ The words you want to include in your ad are called “copy.” Please write (print) your copy legibly on the ad order form or you may type or print it on a separate sheet and attach it to the order form.
- ★ We will choose a font/typeface for the copy when we design your ad. We will correct grammar, punctuation and spelling errors unless otherwise instructed.
- ★ Take into account the size of your ad when writing your message to your student. A large quantity of text in any ad will end up being set in small type which may not be easy to read.

### Full Page Ads

- Approximate dimensions: 8 1/2" wide x 11" high
- Refer to the number below each design to identify which layout you wish to use



### Half Page Ads

- Approximate dimensions: 8 1/2" wide x 5" high
- Refer to the number below each design to identify which layout you wish to use



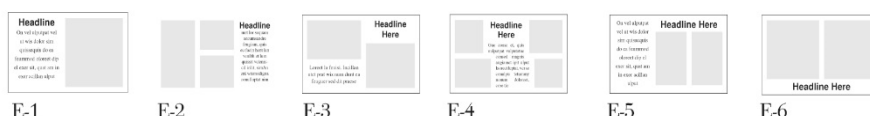
### Quarter Page Ads

- Approximate dimensions: 4" wide x 5" high
- Refer to the number below each design to identify which layout you wish to use



### Eighth Page Ads

- Approximate dimensions: 4" wide x 2 1/2" high
- Refer to the number below each design to identify which layout you wish to use



\*Ad size may vary depending on size of book. All dimensions are approximate.