

June 2018

Dear Class of 2019 Parents/Guardians and Students

Congratulations! In the fall, your student will start his/her senior year at Belgrade High School. Many seniors like to submit a special senior portrait for the yearbook. To allow our staff the time necessary to produce a quality yearbook and meet our publishing deadlines, **senior photos are due by Friday, November 2, 2018**. Please mark your calendars and schedule photo shoots early enough to meet this deadline. **Late submissions may not appear in our yearbook due to strict print deadlines.** We will print the school identification photo for students who don't submit an alternate photo. Photos are also shared with the Belgrade News for use in their Senior Supplement. The senior class sponsor may also ask for a copy of your student's photo for the senior video. If you use a professional photographer, please be sure to let them know that their photos may be used for all 3 purposes.

Photos submitted must meet the following requirements:

- Photos must be high-resolution (min 300 dpi at 2½ by 3½) and submitted as a .jpg file via e-mail or brought in on a CD or DVD. If emailed, please use the subject line "**studentlastname, studentfirstname.**" (You may need to contact your photographer to do this.) If a photo is brought in on a CD/DVD, be sure to have both your student's first and last names written on the disc. The exact size of the printed images won't be known until our staff begins designing the book. We will crop and/or resize your photo as needed. For the past few years, the photos have been 1 7/8 X 2 1/8. If you want your image cropped or zoomed in a specific way, add a note with your image. Otherwise, it will be at the discretion of the yearbook staff.
- Photos must be in portrait orientation (vertical). If landscape (horizontal) photos are submitted, they will be cropped by our staff. This will affect the background and, ultimately, the look of the photo.
- Photos must meet the BHS dress code

Photos and questions should be sent to lpeterson@bsd44.org. If you prefer to mail the CD or DVD, please send to Leslie Peterson, Belgrade High School, 303 N. Hoffman, Belgrade, MT 59714.

Yearbooks are \$60. Purchase one for your student during registration days. The price will go up to \$65 after November 9, 2018. Information concerning Ads for Grads can be found on the back of this letter.

Thank you,



Leslie Peterson
Yearbook Adviser
Career and Technical Ed.



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