Congratulations on your student becoming a senior at Belgrade High School! The Belgrade High School Yearbook is now accepting orders for full color senior ads. This year’s yearbook is the place to send a congratulatory message to your student. A Senior Ad is a great way to provide a memory for your student.

Ads sizes and prices:
(price DOES NOT includes the purchase of a yearbook):

- 1/2 Page ................................. $200.00
- 1/4 Page ................................. $100.00
- 1/8 Page ................................. $50.00

Designs, Guidelines & Ordering:
Please make sure to read the guidelines and instructions section before submitting your ad.

Guidelines & Instructions for ad submission

Select the ad size.
If you would like to design the ad yourself, please submit as a .jpg with the exact size given on the order form and a resolution of at least 300 dpi. Otherwise, our staff will design your ad for you.

Photos:
• Supply up to the allowed number of photos listed on the ad guidelines (note: sometimes less is more). If extra pictures are included, the staff will decide which ones(s) to exclude.
• Decide which picture you want as the main photo. Label this image as “Main.”
• Photos should be submitted digitally (CD/DVD, emailed). Digital resolution needs to be as high resolution as possible. If you send a photo and it is blurry, we will contact you for a better image.
• We will enlarge, reduce and/or crop your photos as necessary.
• Do not send the original copy of any photo you value; we cannot guarantee its return. You can submit a photo quality copy of any picture you cannot replace. We will not scan any image that appears to have been taken by a professional.

Text (Copy):
• Please print your copy legibly on a separate piece of paper, or type and print it and attach it to the form, or e-mail it to lpeterson@bsd44.org with the student name as the subject.
• We will choose a font for your copy when we compose your ad. We will transfer your copy exactly as it is written to the ad. Please double check your spelling and grammar.
• Take into account the size of your ad when writing your message to your child.

We reserve the right to change or rearrange any ad which is not appropriate for the yearbook without notifying you. This includes but is not limited to the exclusion of photos and text.

Ad Placement:

EIGHTH PAGE AD
- Approximately 3 1/2” wide x 2” high
- 1 photo and 25 words max

QUARTER PAGE AD
- Approximately 3 1/2” wide x 4 1/2” high
- 1-3 images and 50 words max
- Label or mark the MAIN photo

HALF PAGE AD
- Approximate dimensions: 7” wide x 4 1/2” high
- Label or mark the MAIN photo.

Words/text to be included in your ad (feel free to attach a separate piece of paper):

All ads are sold on a “first come, first served” basis. We have a limited number of pages set aside for ads - when we have sold out of all space, we will no longer be able to accept additional ads.

Deadline:
Order form, photos, text and payment for the ad are all due by November 15, 2019 (assuming space is still available). Late ads will be assessed a $5 late fee.

***These are not what the ad will look like, these are to give you an idea of space for photos and text.
Ad Order Form

Please complete and return this advertising contract (or a copy of it) with the photos and text for your ad to the main office or Room 128.

Parent/Purchaser’s Name

Student’s Name

Mailing Address--Street or PO

City

State

Zip

Work Phone

Home Phone

PRIMARY email address

Is this ad supposed to be kept secret from your student? o Yes o No
(photos/discs may be returned to student when ads are completed if it is not a surprise)

Ad Sizes – Check one ad size.

☐ 1/2 Page .................................................................................................................$200.00

☐ 1/4 Page .............................................................................................................$100.00

☐ 1/8 Page .........................................................................................................$50.00

Number of pictures submitted ___

☐ Main photo is marked/labeled

**If you would like your images returned, please submit a self addressed, stamped envelope.
Do not submit valuable photos - we cannot be held responsible for their return.

(**Please remember to order a yearbook separately, as this does not include a yearbook)

Payment:

☐ Cash included ☐ Check included ☐ Credit Card

~make check payable to Belgrade High School

~can be paid for through yearbookforever.com. Please submit images and text through mail or email though not through yearbookforever.com

☐ I have (included / emailed) the text that I want to include on the senior ad. I realize the wording and spelling of the text will be put into the ad EXACTLY as I have written it.

I agree to the terms and guidelines stated in this brochure.

________________________________________________________
(Customer Signature • Date)

Mail: Belgrade High School; 303 N. Hoffman, Belgrade, MT 59714 or deliver to Belgrade High School.

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