

ONLINE SENIOR Yearbook TRIBUTE/AD Order Form 2019

Dear Storm parents/guardians,

As senior parents, you will find there are many opportunities to recognize your son or daughter. We hope you will keep in mind his or her senior tribute for the 2019 Yearbook. Please continue reading if you'd like to purchase a yearbook tribute/ad for your senior! These appear in the back of the yearbook.

DEADLINE ~ Nov. 19, 2018 ~ DEADLINE

In an effort to streamline our process, order your ad **online** this year, and **you will save \$10**. Mailed checks and orders containing photos needing to be scanned by our yearbook staff will be charged the mailed-in cost listed below. Please use the order form on the back of this ad if you choose to submit your ad via check and hard copy of photos.

FAQ: CAN I EMAIL YOU THE PHOTOS AND MESSAGE, BUT ORDER ONLINE? YES. And doing this will save the \$10 as well. Only when you mail in a check and photos that need to be scanned will you be charged the extra price.

DIRECTIONS

Some of you won't need these directions, but here they are in case you do!

Please email me if something goes awry or if you have any questions.

GETTING STARTED

Go to the website: www.yearbookforever.com

Search for Elkhorn South and select 'Shop the Store'

Click on: Create a Senior Ad

Click on: Get Started

Fill out info (you do not need to include homeroom teacher) and follow prompts

LAUNCH AD DESIGNER! Click through prompts

MESSAGE INFO

Under "Enter your headline: Type your Child's Name as you would like it to appear (First and last name, please)

Under "Enter your body copy: Type in your message. If you are not sure of the message, you can type: "Will email to Mrs. Sinclair"

If you have a preference about the order in which photos will appear in your ad (or any other information regarding design), check the special instructions box and write those there.

PHOTO INFO

At this point on the website, you will upload your photos. They must be JPG, PNG, or TIF files.

**You can also choose to email me your photos instead of uploading if you want to include them at a later time (still making the deadline).*

You'll end the process at checkout!

Things to keep in mind when creating your tribute/ad

--We will not be accepting any personally designed ads

--Please do not send in cherished original photos in case they get damaged or they don't get back to you.

--The yearbook staff reserves the right to exercise a small degree of artistic freedom regarding the use of background designs and photo effects to match our theme

--You will be emailed a proof of the ad, and we won't print it until we get your approval. We would like a prompt response, though, since we'll be working on a deadline. So please include an email that you check frequently.

PRICES:

Ad Size	On-line order pricing	Mailed-in order pricing	Max # of photos
Full page (8 x 10.5)	Approx. \$170	\$180	12
Half page horizontal (8 x 5.25)	Approx. \$85	\$95	6
Quarter page (4 x 5.25)	Approx. \$55	\$65	3

*There is an online processing fee that the school will absorb, hence the approximate pricing (all come in a few cents under the listed price during final checkout).

If you mail a check or have any photos for scanning, please send to the high school address or have your child drop off in Room D015.

Please email jsinclair@epsne.org with any additional questions.

Mailed-In 2019 Yearbook Senior Ad Order Form

Ad purchased for [student name(s)]: _____

Ad Size:	Full page	1/2 page	1/4 page
	\$180 <input type="checkbox"/>	\$95 <input type="checkbox"/>	\$65 <input type="checkbox"/>

Optional: Please include any specifics about ad design here:

**Senior Ads are due
Nov. 19, 2018**

Ad purchased by: _____

E-mail (required): _____

Phone (best number if we have questions): _____

Don't forget the following:

1. Type your message and send with this order form. (a message emailed to j Sinclair@epsne.org works too)

*Remember, the longer the message, the smaller the font

2. Number of photos enclosed _____. (Maximum photo amount: 1/4=3, 1/2=6, Full=12)

Acceptable formats: digital jpeg or tiff (emailed to j Sinclair@epsne.org)
family prints

Photos could be damaged and return is NOT guaranteed.
However, if you enclose an addressed and postage paid
envelope large enough to accommodate your photo(s),
we will do our best to return them.

3. Payment: Please remember to send your check or cash to school.

Checks should be made payable to: Elkhorn South High School.

4. Send or deliver this form, message, and photos in secure envelope to: Elkhorn South High School Yearbook

20303 Blue Sage Parkway
Omaha NE 68130

Or email to: j Sinclair@epsne.org