

Senior Ad Contract & Order Form

Deadline: September 27, 2018 (no late orders accepted)

Please submit your contract and order form by this date to guarantee placement in the 2018-2019 yearbook.

Ad space is filled on a first come, first served basis. To ensure your ad is printed in the yearbook, submit your baby ad ASAP.

Creating your message:

- All ads will include your student's name on the ad
- We are using the same font for all ads, but you can choose to emphasize certain words or phrases by clearly indicating which words should be in bold or italics
- If you would like to use exact lines from a book, song, poem, etc., the quote must be placed in quotation marks and properly attributed to its source. Unattributed lines will not be published. No inappropriate content will be published.
- **No pre-designed ads will be accepted.** If one is submitted, it will be returned and not printed in the yearbook and space will not be reserved for a replacement ad. If you have done this in the past, please adhere to the new guidelines.

Submitting Photographs:

- You may submit **unaltered, high resolution** (300 dpi minimum) digital or hard copy photos. Photos submitted in a lower resolution will not be printed.
- If you would like to submit digital photos, please save as studentsfullname_shortdescription.jpeg. EXAMPLE: jamedoe_bathtub.jpeg
- Please select appropriate number of photos for your ad size. The bigger the picture(s), the better your ad will look in the yearbook. If we need to shrink your photos to fit your block size, your photos may not be recognizable

Ad Size:

Senior Ads are sold in blocks, as indicated in the chart below.

An example one block ad is shown to the right.

Size of Color Ad	Price	Check (Please Mark)
One Block (1/12 page)	\$55	
Two Blocks (1/6 page)	\$80	
Three Blocks (1/4 page)	\$105	
Six Blocks (1/2 page)	\$200	

Josie Martin



Dimensions of a one block ad are 2.68 w x 2.68 h.

We are so proud of you! We are your continual cheering section!
Love Mom and Dad!

Submission:

- Payment, message and photos should be dropped off at the school by September 27, 2018. If you mail it, it must arrive by this date, not postmark.

Francesca Branson
James Madison High School
2500 James Madison Dr.
Vienna, VA 22181

- Digital photos may be submitted on CD or emailed to MadisonSeniorAds@yahoo.com with your student's full name in the subject line.
- All payments are due upon order. **Checks should be made out to JMHS Yearbook. Any ad that is submitted without all required materials will be returned and space will not be reserved in the book.**

2018-2019 Yearbook Policy Requirements:

- Message and all photographs must be received upon order. *Please note that photos will not be returned.*
- All pictures not in digital format must be submitted on photo paper.
- Absolutely no submissions will be accepted after the deadline. Ads are accepted on a first come, first served basis. If we receive your ad after all space is filled, it will be returned to you.
- All advertisement orders must be signed by parent/guardian.
- The yearbook class is an instructional class. We try to design the ad exactly as requested. There are no refunds. If an error is made, a sticker will be printed for the senior's yearbook.

All questions should be emailed directly to madisonseiorads@yahoo.com (not to the adviser)

I, _____ agree to place a senior advertisement in the 2018-2019 yearbook according to
(Print Parent/Guardian Name)
the specifications above for _____. I have enclosed a message, payment and pictures for a
_____ size ad. (Print Student Name)

Parent/Guardian Signature: _____ Date: _____

In case we need to contact you on the status of your ad please include the following daytime contact information:

Contact Email: _____ Daytime Phone Number: _____