

6-19-23

Congratulations seniors of 2024! You have reached a major milestone year of your life and have a busy year ahead of you with many adventures ahead.

Senior pictures will be taken at ECHS July 12-14. Leonards has sent out emails to students' school email addresses regarding scheduling. If you have not received this email, please call Leonards at 800-215-4852 to schedule. You also have the option of having your senior photos taken at the Leonard's studio in Port Wentworth if these dates at ECHS do not work for you.

Make up day for senior pictures at ECHS will be Wednesday, August 16. Sign ups for make up pictures will be done once school starts. **On September 27 any senior who has not had their senior photos taken by Leonard's will have the opportunity to take formals only at ECHS.** September 27 is also the date of the senior group photo at ECHS. This photo will be taken at 8:30 am at ECHS. ECHS Seniors at STEM will be excused from class in order to participate in the group photo opportunity. Cap and gown photos will be taken at ECHS March 27. Scheduling will take place in March.

When you take your senior photos you will be given a card containing the website and code you will use to login in order to view and purchase your senior photos. Please do not lose this card. You will also be responsible for selecting the two photos you would like to have included in the senior portrait section of the yearbook. You must select these two photos no later than September 29 or Leonards will select the poses for you. **Only Leonard's photos will be used in the portrait section of the yearbook.**

All seniors have the option of celebrating their senior year with a senior ad in the yearbook. **Please understand this is an option for all seniors, not a requirement.** Senior ads are sold in $\frac{1}{4}$, $\frac{1}{2}$, and full page sizes. Most ads are designed by our yearbook staff but can be designed and submitted by the senior/senior's family. Submitted ads must follow sizing guides as shown below and should contain a $\frac{1}{2}$ " border around all edges to allow for "bleed" on the actual page so as to not cut off any words or photos. Ad sizes are as follows:

Full page - 8.5" x 11"

Half page - 8.5" x 5.5"

Quarter page - 4.25" x 5.5"

Please be sure that any ads designed and submitted by the purchaser are designed using the correct dimensions.

There are several options available to you for purchasing an ad. You may turn in the order form included along with payment at open house; we will have a yearbook table set up and will have staff working to accept payment. You can turn in the form and payment to Mrs. Aiken in room 912 once school has started. You may also visit www.yearbookforever.com and purchase an ad there. This is the Walsworth site (our publisher); all ads purchased through this site must be paid in full at time of purchase. Ads purchased through the yearbook staff and Mrs. Aiken at school can be paid using payments, but a \$50 deposit is required. Senior ads are full color ads unless otherwise chosen by the purchaser.

Ad options are as follows:

Option 1: Full Page Ad Package (\$300) - Includes full page ad, yearbook, senior t-shirt, senior group photo, name plate for yearbook, and plastic cover

Option 2: Half Page Ad Package (\$200) - includes ½ page ad, yearbook, senior t-shirt, senior group photo, name plate for yearbook, and plastic cover

Option 3: Full Page Ad ONLY (\$250) - This is only for a full page ad and includes no other items.

Option 4: Half Page Ad ONLY (\$150) - This is only for a half page ad and includes no other items.

Option 5: Quarter Page Ad ONLY (\$100) - This is only for a quarter page ad and includes no other items.

Senior Ad Packages DO NOT include any senior photos taken with Leonard's. The only photo included in the package is the senior group photo taken at ECHS on Wed., September 27, at 8:30 am.

**Important information if ordering online at www.yearbookforever.com

Please follow the guidelines below if ordering your ad online.

For Option 1 - choose Full Page Color Ad

For Option 2 - choose Half Page Color Ad

For Option 3 - choose Full Page Black & White Ad (ad will still be in color)

For Option 4 - choose Half Page Black & White Ad (ad will still be in color)

For Option 5 - choose Quarter Page Color Ad

*All ads will be in color unless otherwise chosen by the purchaser.

Please read carefully the guidelines below for senior ads.

- The yearbook staff can scan hard copies of photos. Please do not print copies of photos onto copy paper to be scanned as these will greatly diminish photo quality.
- If you have a digital copy of any photo you wish to use for the ad please submit it to Mrs. Aiken via email at taiken@effingham.k12.ga.us.
- The yearbook staff cannot use photos protected by copyright unless you submit a copyright release along with the photo. The yearbook staff does have access and permission to use in senior ads any senior photos taken by Leonards. If you know the identification number of the Leonard's photo(s) you wish to use in the ad please submit that number and the staff can download the photo for use in the ad.
- Parents/guardians/family members should submit any message they would like included in the ad along with the photos. Please keep in mind that the longer the messages and the more messages that are submitted the smaller the font will be.
- We are not allowed to print poems or songs that are copyrighted.
- If you have a photo in mind to be the dominant photo in an ad, please indicate this information when submitting photos.
- You will be given the opportunity to approve the ad before submission via a proof that will be emailed to you. Please respond in a timely manner so that changes can be made

and ads can be submitted. If we do not receive a reply within two weeks of a proof being emailed for approval we will assume approval and submit the ad as is. Please be sure to check the spelling of the student's name and read through any messages to be sure that the message is typed correctly.

- Once the yearbook staff has received approval the ad will be submitted. Once submitted, the ad is final.
- Keep in mind that the more photos used on a page the smaller the photos will be.
- We recommend looking through old yearbooks or googling yearbook senior ads online to get ideas of what you may want your ad to look like. Please submit to us any "inspiration" photos or pages that you would like us to ref as we design your ad.

Please return this form to Mrs. Aiken in room 912 at ECHS.

Senior Name _____

➔Select Ad Option Chosen:

_____ Option 1: Full Page Ad Package (\$300) - Includes full page ad, yearbook, senior t-shirt, senior group photo, name plate for yearbook, and plastic cover

_____ Option 2: Half Page Ad Package (\$200) - includes ½ page ad, yearbook, senior t-shirt, senior group photo, name plate for yearbook, and plastic cover

_____ Option 3: Full Page Ad ONLY (\$250) - This is only for a full page ad and includes no other items.

_____ Option 4: Half Page Ad ONLY (\$150) - This is only for a half page ad and includes no other items.

_____ Option 5: Quarter Page Ad ONLY (\$100) - This is only for a quarter page ad and includes no other items.

Checks should be made payable to ECHS Yearbook.

➔ *This form serves as a contract between the purchaser and Effingham County High School Yearbook. All texts, photos, and layouts submitted are subject to the editing discretion of the yearbook advisor and school principal. Because the yearbook is a student publication, errors do occur. Please be aware that NO refunds will be issued.*

Parent/Guardian/Purchaser Signature

Date

Student Signature

Date

➔ **If purchasing a senior ad package (options 1 or 2) please circle a t-shirt size below.**

Adult Small

Adult Medium

Adult Large

Adult XL

Adult XXL

Adult XXXL

➔ **For Yearbook Staff Use Only**

Date	Amount Paid	Form of Payment	Balance on Ad

