

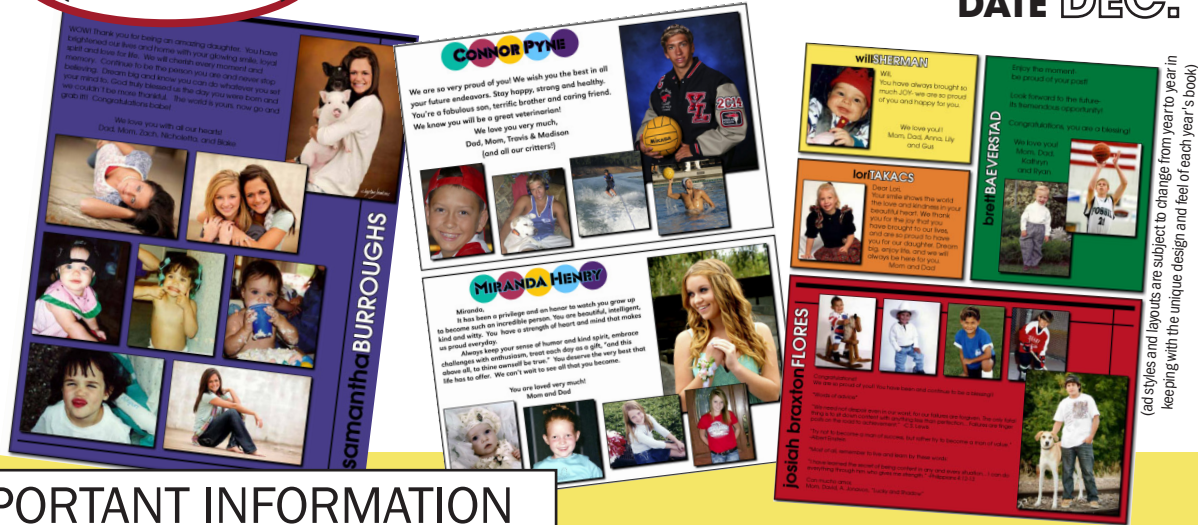
CLASS OF 2019 YEARBOOK RECOGNITION ADS

the
yearbook
company
Ads for Grads

Congratulate your 2019 graduate in the 2019 yearbook!

Due date is **POSTMARKED** by:

Oct 11th (early bird price) OR **Nov 8th** (regular deadline) OR the **LAST & FINAL CHANCE DATE DEC. 13th**



IMPORTANT INFORMATION

Mail **EVERYTHING together**: photos, message, order form and payment in **ONE** package postmarked by the deadline.

Or order online at: www.TheYearbookCompany.com by midnight on the day of the deadline.

We reserve the right to edit or remove material inappropriate for a school yearbook such as but not limited to: firearms, inappropriate hand gestures, drugs or drug references, alcohol, and nudity (even baby bottoms) without prior notification.

TEXT

(See ad formats online or order form for character count guidelines.)

- Type your message on white paper, typed in a plain font
- OR
- Submit a word doc or .txt file on a CD or jump drive.

PHOTOS

(Photos will be sized to fit.)

HARD COPY PHOTOS:

- Submit the exact number of photos to match your format.
- Write position number and student's name on each photo.
- Do not submit computer printouts on regular paper.
- DO NOT fold or cut photos. Careful of wet ink!

DIGITAL PHOTOS:

- Submit 300 DPI .jpg files on a CD or jump drive.
- File name should be the student's name and photo position number. (ex John Doe 2.jpg)

GENERAL PHOTO GUIDELINES:

- NO photos from websites or screen shots from cell phones, no watermarked photos, no copyrighted photos.
- We cannot fix photos (blurry, creased, fingerprinted, etc.)

CUSTOM ADS

HARD COPY AD:

- Submit a perfect, "camera-ready" ad by mail. The ad looks perfect because you've glued/taped everything in its EXACT place and EXACT size (see specs on order form).

OR

- Submit a photo-quality printout of the ad on glossy photo paper, made to be the EXACT size of the ad (see specs on order form).

DIGITAL AD:

- Must be 300 DPI actual size .jpg files.
- Please DO NOT use Microsoft Word, PowerPoint, or online photo sharing tools to create your ad due to poor resolution. If you use these programs, submit a photo-quality printout of the ad on glossy photo paper, made to be the EXACT size of the ad (see specs on order form).

GENERAL CUSTOM AD GUIDELINES:

- Include your child's name on your artwork.
- Do not put any wording or faces on the very edge.
- We cannot create custom ads for you.

SUBMITTING

DO NOT SEND ANYTHING TO THE SCHOOL

Mail all materials and payment to:
Castle View High School Senior Ads
c/o The Yearbook Company
7177 Brockton Ave., Suite 105
Riverside, CA 92506

OR if you are technology savvy, you can submit **everything** online at www.TheYearbookCompany.com (it's not possible to just pay online- all your photos and message must be submitted at that time as well.)

for more information and for answers to frequently asked questions, please visit

www.theyearbookcompany.com or call 951-274-9561

(Please note that a recognition ad and the pre-order of a yearbook are two separate purchases)

Ads for Grads 2019 order form

Castle View High School, Castle Rock, CO

the **yearbook** company

STEP 1 Place an "X" in the boxes to indicate the size and format of ad from the choices below that you are purchasing.	early-bird price if postmarked by October 11	price if postmarked by November 8	final deadline* price if postmarked by December 13
ALL ads are in FULL COLOR!			
<input type="checkbox"/> 1/8 page ad <input type="checkbox"/> Format "A4" <input type="checkbox"/> Format "B4"	\$75	\$90	\$100
<input type="checkbox"/> 1/4 page ad <input type="checkbox"/> Format "J4" <input type="checkbox"/> Format "D4" <input type="checkbox"/> Format "E4" <input type="checkbox"/> CUSTOM * <small>for custom, you must provide camera-ready art. The ad must fit within an 4 inch wide by 5.25 inch tall box</small>	\$115	\$130	\$150
<input type="checkbox"/> 1/2 page ad <input type="checkbox"/> Format "N4" <input type="checkbox"/> Format "F4" <input type="checkbox"/> Format "G4" <input type="checkbox"/> CUSTOM * <small>for custom, you must provide camera-ready art. The ad must fit within an 8.5 inch wide by 5.5 inch tall box</small>	\$175	\$190	\$205
<input type="checkbox"/> Full page ad <input type="checkbox"/> Format "H4" <input type="checkbox"/> Format "I 4" <input type="checkbox"/> Format "O4" <input type="checkbox"/> CUSTOM * <small>for custom, you must provide camera-ready art. The ad must fit within an 8.5 inch wide by 11 inch tall box</small>	\$280	\$295	\$315

Visit www.theyearbookcompany.com to see full size formats with detailed descriptions and character counts.

1/8 & 1/4 PAGE DESIGNS	HALF PAGE DESIGNS	FULL PAGE DESIGNS	FULL PAGE DESIGNS	FULL PAGE DESIGNS
<p>Student Name</p> <p>A4 45 words</p> <p>Student Name</p> <p>85 words</p> <p>Student Name</p> <p>35 words</p> <p>Student Name</p> <p>1 D4</p> <p>Student Name</p> <p>1 E4</p>	<p>Student Name</p> <p>F4</p> <p>Student Name</p> <p>J4</p> <p>Student Name</p> <p>G4</p> <p>Student Name</p> <p>I25 words</p>	<p>Student Name</p> <p>H4</p> <p>Student Name</p> <p>O4</p>	<p>Student Name</p> <p>I4</p> <p>Student Name</p> <p>O4</p>	<p>Student Name</p> <p>O4</p>

All deadlines are postmark dates... you only need to either mail or upload your order (photos and message) by that day.

If you are good with technology, you can submit and purchase your dedication online by uploading digital/scanned .jpg images (300 dpi) and your message. at www.TheYearbookCompany.com (service fee applies)

STEP 2 Fill out student name and parent contact info. Decide on your photos and type your message.

Name of person purchasing ad (name on check or credit card): _____

Address: _____

City: _____ State _____ Zip _____

Daytime contact phone: (_____) _____

STUDENT'S first and last name as you would like it to appear on ad:

(we will not add the name to custom ads but we do need the name for recordkeeping and indexing purposes)

of photos enclosed _____ is this a surprise? yes / no

I would like my materials returned so I am enclosing a self-addressed, stamped, appropriately-sized envelope. (If you don't, your photos will not be returned.)

Please note, however that we cannot guarantee the safety of your photos in the mail once we've returned them, so please make duplicates of all irreplaceable photos. PHOTOS CANNOT BE RETURNED UNTIL AFTER THE DISTRIBUTION OF YEARBOOKS. (Sorting and mailing back photos from tens of thousands of ads takes several months. Thank you for your patience.)

Yearbook ad sales are a fund-raiser for your child's school and are non-refundable. The school and their yearbook program thank you for your support!

STEP 3 Fill out payment info. Put this form, your photos & your message in an envelope and mail to us.

PLEASE MAKE CHECKS PAYABLE TO:

the **yearbook** company

I've enclosed a check in the amount of: \$ _____
returned checks will be subject to a \$25.00 fee Check # _____

I am paying by credit card: Visa Mastercard

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\$ _____ exp date: ____/____ cvv code: _____

? the cvv code is the 3 digit security code on the back of the credit card

for credit card transactions, add a \$5.00 convenience fee for 1/8 and 1/4 ads and \$10.00 for half and full page ads

DO NOT SEND ANY MATERIALS TO THE SCHOOL. YOU MUST MAIL EVERYTHING TO: Castle View High School Senior Ads The Yearbook Company 7177 Brockton Ave., Suite 105 Riverside, CA 92506

* any orders received after the final postmark deadline will be accepted on a first-come, first-served basis as long as there is still space available (we can make no guarantees regarding space). But you must add a \$25 late fee to the regular price.