

# 2019 Yearbook Senior Congratulatory/Baby Ads

Senior Ads Now Available for Purchase!

Due February 22, 2019

**Space is limited.** Ads are sold on a first come, first serve basis. Ads are accepted until February 22, 2019 or **until space fills up**.

SIZES	Rates	PICTURES	TEXT
Size A – ¼ Page	\$60	1-2	Up to 60 words
Size B – ½ Page	\$120	1-4	up to 90 words
Size C – 1 (full) page	\$225	1-9	up to 125 words

\*Yearbooks are sold separately

## HOW TO SUBMIT A SENIOR CONGRATULATORY/BABY AD

**Email** – *the preferred method* (fastest, easiest and an electronic record)

- **crater.yearbook@district6.org**
- **PLEASE** Send the full image(s) – do not resize or crop the photo(s)
- **Attach image file(s) – DO NOT INSERT IN THE BODY OF THE EMAIL**
  - Please only submit image files, i.e., .jpg, .jpeg, .png – other file types will NOT be accepted
- **Subject:** Senior Baby Ad – Senior's Last Name, First Name School
  - FOR EXAMPLE: Senior Baby Ad – Smith, Matt BIS
- Attach a Word document or insert the text in the body of the email you wish to go in the Baby Ad

**DVD** – *Secondary Method*

- Please include only the pictures you wish to be inserted in the baby ad
  - Please only submit image files, i.e., .jpg, .jpeg, .png – other file types will NOT be accepted
- Include a Word document with the text you wish to go in the Baby Ad
- Write the senior's FIRST AND LAST NAME, SCHOOL on the DVD
- Please turn in directly to Ms. Dixon – **office is located in the Head Waters building**
- **NOTE: DVD will NOT be returned to the student.**

**HARD COPY** – *Least Preferred*

- Put photo(s) in an envelope with the senior's FIRST AND LAST NAME, SCHOOL
- Include a Word document with the text you wish to go in the Baby Ad
- Please turn in directly to Ms. Dixon – **office is located in the Head Waters building**
- **NOTE: hard copy of photos will ONLY be returned UPON REQUEST.**

### PLEASE NOTE:

- All pictures must be square or rectangle in shape (no funny shapes, circles, triangles, jagged edges, torn, bent, etc.)
- All messages & letters MUST be TYPED – handwritten messages & letters will NOT be accepted

## PAYMENT OPTIONS

1. Purchase your ad through the Crater Student Web Store -- <https://touchbase.district6.org>
2. Pay the Bookkeeper – bring a copy of the receipt directly to Ms. Dixon for proof of purchase – **office is located in the Head Waters building**

Checks can be made out to: Crater High School

### PLEASE NOTE:

- If you wish to purchase more than one ad, please send ALL materials SEPARATELY – payments may be combined
- CHS Yearbook (Constellation) is a student publication. Every effort will be made to publish your ad as submitted.

**QUESTIONS?** Please email [crater.yearbook@district6.org](mailto:crater.yearbook@district6.org)