

DUE OCT 7th at 3pm

Please mail/drop off at SHS:

Advisor: Ms. Tolisano
Website: www.sauguscenturions.com/yearbook
Email: saugusyearbook@hart.k12.ca.us
(use for text and photos)
ctolisano@hartdistrict.org
(use for information only)
Phone: 661-297-3900 x3802

Yearbook Tribute Contract

Senior & Business Ads
SHS Sword & Shield

Contact Information

Ad Purchaser (circle): Senior Parent/Guardian Other: _____

Senior(s) or Business Name(s) –

Senior School ID Number(s) –

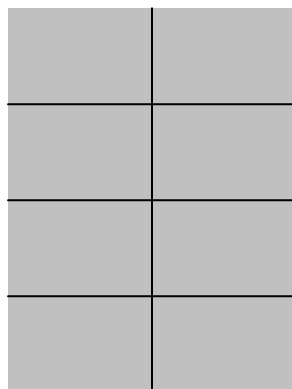
Contact Email (Electronic proofs will be sent for corrections and/or final approval) –

Phone – () _____

- Help! I need to set-up an in-person appointment (A staff member will be in contact).
- I will just email the photos and text and let your staff work their magic.
- I will just email the photos and text but just follow my rough sketch on the back of the contract.

***Hard copies of photos may be submitted in for scanning purposes, but purchaser must pick-up photos.

Ad Format



<u>Type</u>	<u>Size</u>	<u>Content</u>	<u>Price</u>
1 Block	4in x 2.5in	1 photo with text	\$50 registration special (1 st block only) /\$75 remaining blocks
Full Page	8in x 10in	10 photo limit with text	\$375 registration special (flat rate) /\$400 fate rate until October 7 th

***Block out the configuration of the tribute on the grid.

Final Submission

Full payment needs to accompany the contract; text and photos may be submitted separately by the deadline October 7th.

Billing Information

Please check all that apply:

Purchasing # _____ Blocks

- Cash or Check # _____ Make checks payable to SHS Yearbook

***If purchasing it for a student, please write his/her student ID on the memo line.

Terms

The advertiser listed above agrees to purchase advertising space in *Sword and Shield*, Saugus High School's yearbook, for the size, price, and content restrictions indicated above. **The advertiser will provide photos, message content and FULL payment with this contract since space will not be reserved until this is received.** All contacts will receive a proof in which any corrections must be completed by due date. Once this period passes, any changes and/or refunds will not be made or reimbursed. **Sword and Shield staff reserves the right to refuse any content deemed inappropriate or cancel order if payment/page corrections are not received by due date.**

Parent or Student Signature: _____

Options for Design

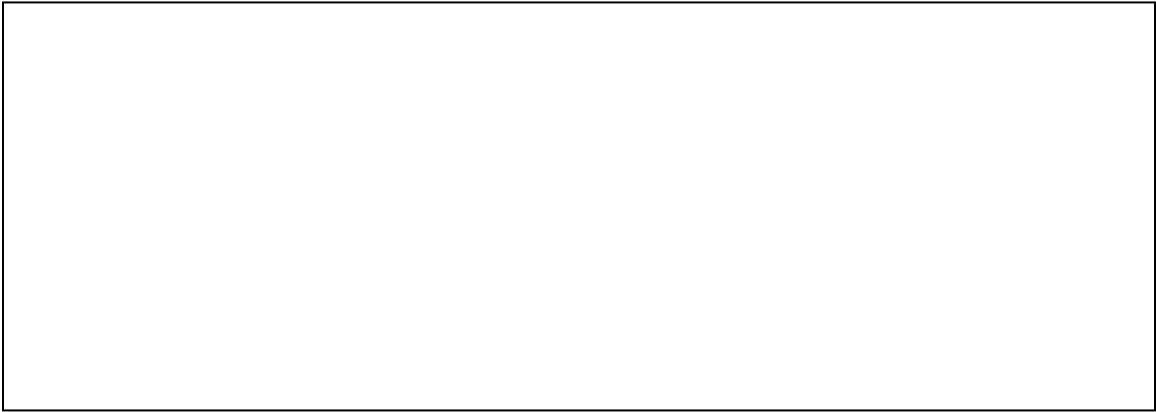
1) Create it on your own.

Check www.sauguscenturions.com/yearbook for past sample ads and inspiration.

2) Make an appointment. We will scan your photos, design your layout, and write text all with you present. This option gives you the most flexibility since you see the final product first hand.

3) Just let us create it.

Please provide all the photos (arrangement) and text (message, font, size, etc) needed to create the ad. Use the space below to draw a rough sketch of the design and text or we can be creative with it.



Things to Keep In Mind

- ❖ **Photos:** Best quality photos are often digital photos submitted on a CD at a resolution of at least 300dpi in either a jpg or tiff format. The quality of printed or scanned photos will be the same in the book.
- ❖ **Text:** You may submit text by attaching a word document and emailing it to Ms. Tolisano writing it by hand on the contract. Saving the text in a word document on your photo CD makes it easier to ensure accuracy. We will match fonts as closely as possible.
- ❖ **Name:** The senior's legal name will be listed in the border of the design. If you choose to eliminate this from your message, feel free.
- ❖ **Email:** Feel free to email Ms. Tolisano with digital photos and text, even the completed layout if you are tech savvy!