THE LEGEND YEARBOOK

Dakota High School

21051 21 Mile Rd Macomb, MI 48044 Yearbook Phone Number • (586) 723-2920

Straight from the heart and into the yearbook! Our staff is now offering the opportunity to "personalize" the yearbook in a very special way with a "Senior Recognition" advertisement. Space is available to congratulate a graduate or tell your student how proud you are! Parents, groups of friends and club members may join together to purchase an advertisement. To reserve your space, please make your payment online at <u>www.itsyouryearbook.com</u> by December 13th. You will need to submit this order form, labeled photos and text to Mrs. Dawn Wagner Room 120 by January 10th.

AD PRICES

DUE BY December 13th*

* Due to limited space in the yearbook, we CANNOT accept any ads after this date.

1/8 page	\$65	1/4 page	\$110	1/2 page	\$200	Full Page	\$350					
All orders must be paid for online at http://www.itsyouryearbook.com/Dakota.html then click on Pay for your												

PDA. You will find this form on this website as well.

Step-by-Step Instructions

- 1) Select ad size.
- 2) Select a standard ad design. Sample layouts are shown.
- 3) Provide photos for each space in the ad. Please note the tips for photo submission on the next page.
- 4) Type the text for the ad and attach it on a separate sheet (or email directly to <u>dwagner@cvs.k12.mi.us</u>).
- 5) Deliver order form with pictures and text to Yearbook staff before **January 10, 2014**.

Do this via regular mail Dakota High School Attn: Dawn Wagner 21051 21 Mile Rd Macomb MI 48044 or electronically to email <u>dwagner@cvs.k12.mi.us</u>

Photo Submission Guidelines

- Do not cut, glue or tape photos.
- Care will be taken to return photos; however, copy prints should be submitted for irreplaceable photos. The school, yearbook staff or the yearbook company **do not accept responsibility** for lost or damaged photos.
- Name each file (picture) according to the layout.
- Select vertical [tall] photos for vertical spaces and horizontal [wide] photos for horizontal spaces.
- Photos will be enlarged or reduced to fit the layout.
- Place a return address label on the back of each photo.
- Lightly in pencil (No Ink), number the back of photos to match the numbers on the design you selected.
- Photos can be picked up in June.
- Digital photos can be sent to <u>dwagner@cvs.k12.mi.us</u>
 - Name each file (picture) according to last name of student and the layout.
 - Each file must be at least (1MB) in size
- PLEASE NOTE: The yearbook staff reserves the right to reject photos or text or ask the customer to make

changes to conform to the staff's standards.

ORDER FORM

To complete your yearbook personalization advertisement, please mail or deliver the following to:□This Order Form□Ad Photo(s)□Ad Text

Dakota High School Attn: YEARBOOK STAFF 21051 21 Mile Road Macomb, MI 48044

AD PRICES ORDER DUE BY December 13th*

Order online at <u>www.itsyouryearbook.com/Dakota.html</u> by December 13th, 2013; order form and pictures due by January 10th, 2014. * Due to limited space in the book Staff CANNOT accept any ads after this date.

1/8 page	\$65	1/4 page	\$110	1/2 page	\$200	Full Page \$	350
CUSTOMER	DATA						
Student's nam	e		Is this Ad a surprise for the student? YES NO				
Parent/Purcha	iser's Name		Provide the following design information: Design #				
					NUMBER	OF PHOTOS PRO\	/IDED
Address/City/S	State/Zip						
Parent's Email	Address						
Parent's Cell p	hone number/H	ome Phone i	number				

Please type text for the student and attach to this order

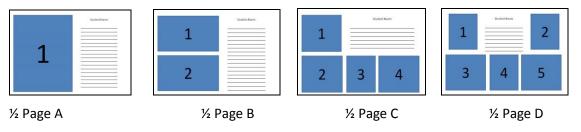
form *Yearbook Staff has the right to change any grammar and or style errors to best fit the ad.*

1/8 Page Ads can include no more than 2 pictures and the more text you have the smaller it will appear in the ad so please try to be as concise as possible. Please specify if you would like one picture to appear larger than the other.*

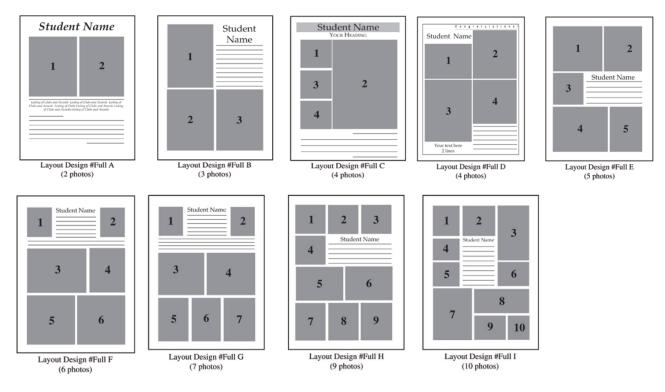
1/4 Page Ads can include no more than 3 pictures and the more text you have the smaller it will appear in the ad so please try to be as concise as possible. Please specify if you would like one picture to appear larger than the other.*

* The yearbook staff will select the layout for 1/8 page and ¼ page advertisements.

1/2 Page Ads can include no more than 5 pictures and the more text you have the smaller it will appear in the ad so please try to be as concise as possible.



Full Page Ads can include up to 10 pictures. Text size will vary depending on amount of pictures.



PLEASE NOTE: All layouts shown above may vary slightly depending on pictures and text.