

# PARENT PRIDE AD ORDER FORM

International Academy East

1291 Torpey Dr. Troy, MI 48083

iaeyearbook@gmail.com

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 Parent Pride Ad Space, which is available to congratulate a graduate or tell your student how proud you are! Parents, groups of friends and club members may join together and purchase an ad. All advertisements are in FULL COLOR! To reserve your space, submit the order form, labeled photos and text, along with payment by December 13th, 2013 and **SAVE!**

<p><b>EARLY AD PRICES DUE BY December 13<sup>th</sup>, 2013</b></p> <p>Ads are available in the following sizes:</p> <p><u>Color</u></p> <ul style="list-style-type: none"><li>• 1/8 page: \$45</li><li>• 1/4 page: \$70</li><li>• 1/2 page: \$130</li><li>• Full page: \$200</li></ul>	<p><b>LATE AD PRICES DUE BY DEADLINE OF January 19th, 2014</b></p> <p>Ads are available in the following sizes:</p> <p><u>Color</u></p> <ul style="list-style-type: none"><li>• 1/8 page: \$55</li><li>• 1/4 page: \$80</li><li>• 1/2 page: \$140</li><li>• Full page: \$215</li></ul>
---	--

## Step-by-Step Instructions

1. Select ad size.
2. Select a standard ad design. Sample layouts are available.
3. Provide photos for each space in the ad. Note tips for photo submission on this sheet.
4. Write text for the ad on the Order Form or attach it on a separate sheet.
5. Deliver materials and payment to Yearbook staff before December 13th, 2013 or January 19th, 2014

## Photo Submission Guidelines

- **Do not cut, glue or tape photos.**
- If the ad is black and white, any color photos submitted will appear in black and white.
- 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.
- 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 corner of photos to match the numbers on the design you selected.
- We will do our best to return photos to students, but understand that this is NOT GUARANTEED
- Digital photos can be sent to the Yearbook Product Team in room 9 on a CD or Flash Drive. The student’s name and the layout position must be on each file (picture). Each file must be at least (1MB) in size.

*~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.*