

# Homer High School Yearbook

## Senior Recognition Ad Order Form



Douglas Waclawski, Principal  
Katie Bynagle, Vice-Principal  
Kristin Metz, Head Secretary  
Suzanne Bishop, Yearbook Advisor

*Kenai Peninsula Borough School District*

### Customer Information:

Student Name as you wish it to appear on the senior recognition ad:

### Parent / Purchaser name and contact information:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Step-By-Step Instructions:

1. Select ad size
2. Provide photos for space in the ad (see Senior Recognition Ad Submission Guidelines)
3. Attach typed or neatly handwritten text for the ad.
4. Pay for ad by check or credit card with the Homer High School Bookkeeper.
5. Return completed order form with photos and message by January 31, 2024. \*Early submissions are greatly appreciated!\*

### Size of recognition ad and cost (please select one):

- Full Page - \$230.00 – 10 to 15 photos, 2 to 15 lines of text
- Half Page - \$120.00 – 3 to 10 photos, 2 to 10 lines of text
- Quarter Page - \$80.00 – 1 to 5 photos, 2 to 5 lines of text

### Free custom options (please select as many as you like):

- Meet with yearbook staff to review page design. If you select this option, a yearbook staffer will contact you to arrange a time.
- Cutout photo (not available on ¼ page ads). Please mark photo as cutout photo. Choose a clean, high-resolution portrait to “cutout” the subject for an extra dimension.
- Background photo (not available on ¼ page ads). Please mark photo as background photo. Choose a clean, high-resolution portrait to have as a background to the ad. Please consider your message if selecting a background photo and how visible the text will be on that background.

### Additional fees/penalty fees:

- Late ad orders after January 31 deadline will be charged an additional \$25.00 (late orders will only be accepted until February 14).
- Ads submitted incomplete (missing photos or message) will be considered late.
- Additional photos over the ad space limit - \$5.00 per photo.
- Changing photos after the deadline - \$5.00 per photo.

\*Payment for a Senior Recognition ad does not constitute purchasing a yearbook. Purchasing a yearbook is a separate transaction.\*

**Receipt** Make a photocopy of the order form after it is stamped paid for a receipt.

600 East Fairview Avenue, Homer, AK 99603 Telephone: 907-235-4600 FAX: 907-235-8933

## Senior Recognition Ad Submission Guidelines – PLEASE READ!

- Ad message, photos, order form and payment must be turned in all together and by January 31, 2020.
- Please DO NOT turn in a pre-designed, completed ad. This is a learning lab for students. Part of their learning experience is working with customers and learning design concepts.
- Custom fonts/typefaces are not allowed. However, all recognition ads are custom designs based on the photos and message submitted.
- **No photos** from websites like **Facebook** or **Twitter**. Sites like these compress photos so the photo size is not of high enough quality.
- Ideally, we would NOT like photos to be emailed. Emailing photos does compress and compromise quality. Please send in photos on a USB drive or file share the photos with the adviser, Ms. Bishop, via DROPOBOX with Senior's name as the folder name.
- The yearbook staff will crop or scale to fit the designated space. If you would like us to consider your cropping suggestions, please write those instructions on the order form.
- Writing lightly in pencil, put the **student's name on the back of each photo** and indicate where you want the photo in your design (if more than one photo is included).
- We do not want to lose your hard copy or original images. The school, yearbook staff and the yearbook company do not accept responsibility for lost or damaged photos. To help insure this, please make an appointment to bring in your hard copy photos; we will scan photos in front of you and hand them right back to you.
- Hard copy photos must be in color and printed on photo quality paper. Computer / inkjet printouts of photos cannot be used.
- Do not cut, glue, tape, or staple original photos.
- The yearbook staff and adviser reserve the right to reject photos or text or ask the customer to make changes to conform to the staff's standards. An ad proof will be emailed once it is prepared.

Use this space to neatly handwrite a message to the senior, provide any special instructions or to ask questions.

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