

EIGHTH GRADE AD INFORMATION

Send a personal message to your special eighth grader by purchasing an ad in the yearbook. These appear in the back section of the yearbook and are a great way to honor your son/daughter.

In order to purchase an ad you must adhere to the following instructions:

- ***If you are purchasing multiple ads, a separate form MUST BE FILLED OUT FOR EACH AD.***

One contract per ad. You may make copies of this ad or additional copies will be available in the front office. Please read the contract carefully. If there is a special font you wish to use, you must include the name of it with your message - we cannot guarantee the font will be available, but we will try.

- If you wish to include a photo, all PHOTOS MUST BE SUBMITTED ON A CD (not DVD) or FLASHDRIVE. CD is preferred, but we will accept flash drives, and they will be returned as long as they are clearly labeled (on the drive itself or in a labeled envelope or zip-loc). **One disk per ad.** Please do not put pictures for more than one ad on the same disk. Each ad should have its own CD.
- **Ads are due by September 10th at 3:45 p.m. in the front office. Due to deadlines and time constraints, no ads will be accepted after this time.** Contract, payment, photo disk and text for the ad (attached to the contract on a separate sheet of paper) are all due by September 10th. **Payment alone will not hold a place in the ad section.** Keep in mind that your message must fit in the ad space - long messages DO NOT FIT IN SMALL AD SPACES.
- Make checks **PAYABLE TO MMS.**
- Yearbooks will be purchased through Taylor's SmartPay, so **do not** include the amount of the yearbook in your ad check.
- We would like to design your ad, but if you are having your ad designed elsewhere, **please use the following dimensions and have them sent to us as a JPEG file.**

	Height	Width	Price
1 unit	2 inches	3.25 inches	\$30/40
2 units (vertical long)	6.5 inches	2 inches	\$60/80
2 units (horizontal)	2 inches	7 inches	\$60/80
2 units (vertical short)	4.5 inches	3.3 inches	\$60/80
Half page	4.125 inches	7 inches	\$125/160

All of the above MUST BE TURNED IN to the front office NO LATER THAN

3:45 p.m. on Friday, September 10th.

**DUE TO DEADLINES AND TIME CONSTRAINTS NO ADS WILL BE ACCEPTED
AFTER THIS TIME.**

You may place all of the ads you are purchasing in one envelope and pay with one check.
If you have ANY questions, PLEASE feel free to contact the yearbook advisor with "yearbook ad" as your
subject and the email will be returned ASAP.

If you would like to proof your ads, please come to room 202A between 9:00 A.M. & 3:30 P.M. on
November 11th (Last name A-M) or November 12th (Last name N-Z).

AQUILA YEARBOOK AD CONTRACT

Name of Person Purchasing the ad: _____

Name of student(s) appearing in the ad:

Title you want to appear at the bottom of the ad (ex: Davey Jones or Wilchester Bus Stop):

Total number of pictures appearing in the ad: _____

Email address: _____

Phone numbers of the person purchasing the ad (home, work, cell):

Cash or Check Number: _____ (circle one)

Circle the ad size /price you want: (first number is **B/W**, second is **color**)

1 unit: \$30/40

2 units (horizontal): \$60/80

Half page: \$125/160

2 units (vertical long): \$60/80

2 units (vertical short): \$60/80

Full page ads are not available.

**Contract, cash/check, photo CD (not DVD) or flash drive and text due September 10th by
3:45 p.m. in the front office.**

- Make checks payable to MMS
- One contract **FOR EACH AD.**

- One disk **FOR EACH AD** - please do not put pictures for more than one ad on the **same disk**.
- Photos must be on **CD or flash drive in J-PEG or TIF format**. You may not email photos for your ad.
- Ad space cannot be held with payment only. **Everything must be turned in together**.
- Text you would like to use for your ad. **Attach text** that will appear in your ad on a separate piece of paper to this contract.
- Any special instructions/sketches of the ad you would like to submit (BY **SEPTEMBER10th**). Please keep in mind that we follow certain layout rules when designing.
- Walgreens or Costco or someplace similar can scan your photos for you and save them as jpeg files. If you scan them yourself, be sure to use a good quality, high resolution scanner or your pictures will be blurry and grainy. Pictures must be scanned individually and saved as **individual** jpeg files.
- We strongly discourage and will not design "collage" ads.

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