

## Senior Ads 2018 Yearbook

**\*Photos, copy, contract, and Herff Jones payment receipt due to Mrs. Rice in room 13 by Wednesday, October 25. DO NOT give your senior ad to anyone else! Only Mrs. Rice can write a receipt!**

### **NO REFUNDS AT ALL!**

Dear Seniors,

This letter includes all information about the senior ads for the 2018 Tiger Yearbook. Any senior 2018 who wishes to purchase a page or pages should read this information carefully.

- 1. We recommend that you give us **copies** of your photos because we cannot guarantee that you will get them back from the printer. Often a scanned copy (*on photo paper, not copy paper*) will do fine. Let us check the quality way ahead of time. **DO NOT cut up your photos—the photos should be individual photos rather than a collage. DO NOT TURN IN A COLLAGE; do not have your photographer to design an ad...this is yearbook's job! Do not turn in photos in a PowerPoint or on some program that our staff does not have. DO NOT ask for oval or round or unusual shapes unless you want to pay the additional \$500.00 in costs from printer.****
- 2. When you turn in your photos: put your first and last name on the bottom back of each photo—in blue or black ink. Do not press down hard when writing name.**
- 3. When you turn in your copy: copy must be typed or written neatly and must fit into the allotted space. We do not use copy smaller than a 12 font.\*You will not have room to write to every acquaintance you have ever made—plan what you want to say thoughtfully. You may want to include honors and activities. Look back at senior ads in previous yearbooks—you do not want to turn in a photo of your boyfriend in August—and he is long gone when you get your yearbook in May. Be certain that photos are tasteful—no questionable photos.**
- 4. You must sign a form in Mrs. Rice's room when you turn in your senior ad. DOUBLE CHECK spelling of your name, number of photos, and copy.**
- 5. Listen to announcements in November/December—we will ask that you come by room 15 to check your ad—if you do not, we are not responsible for errors.**
- 6. Your copy, photos, contract, and Herff Jones receipt should be delivered to Mrs. Rice in room 13 by Wednesday, October 25, 2017. Please have all items in a manila envelope—Have your name spelled neatly on the front top right corner of envelope. I will not take any part of your senior ad until you have everything in an envelope. We cannot "save" an ad space for you—you have almost 6 months in which to save your money and plan your ad...Start Today!**
- 7. A one-page ad costs \$250.00, a ½ page ad costs \$140.00, a ¼ page ad is \$75.00, and a 1/8 size is \$50.00. You may buy more than one page or more than one ad. We will accept ad material until October 25. If we have pages left, we will accept late senior ads--- HOWEVER, late ads are \$300.00 for one page, \$200.00 for ½ page, \$100.00 for ¼ page, and \$75.00 for 1/8 of a page. We recommend that you plan to meet the October 25 deadline. SEE CONTRACT ON BACK CONCERNING PAYMENT OF SENIOR AD!**

**NO REFUNDS AT ALL!**

**NEJ Senior Ad Contract 2017-2018**

**Senior ads will not be processed without a contract.** To complete your order: a contract, photos, text, along with confirmation of your payment through Herff Jones, must be submitted **to Mrs. Rice ONLY by October 25, 2017.** Installment plans will not be available. To purchase your ad, you must **go to [www.yearbookordercenter.com](http://www.yearbookordercenter.com) and use the school code #14669 along with credit card OR write your check or money order to Herff Jones.** When writing the check or money order to Herff Jones, please write your student's first and last name and #14669 in the memo portion of the check. **Please mail your order to the following address: The Order Center, P.O. Box 29, Edwardsville, KS 66113.** Northeast Jones High School will not process your check. Also, you may call toll free: 1-866-750-1367. You must call or send check/money order **PRIOR to October 25, 2017.**

**Buyer's Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_

**Best Time To Contact:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Is this a surprise for your senior?** \_\_\_\_\_ **yes** \_\_\_\_\_ **no**

**Ad Details:**

<i>Size</i>	<i>Prices</i>	<i>Max number of Pictures allowed</i>	<i>Max words allowed</i>
<b>Full Page</b>	\$250.00	10	100
<b>½ Page</b>	\$140.00	7	75
<b>¼ Page</b>	\$75.00	4	40
<b>1/8 Page</b>	\$50.00	2	25

**Ad Size:** Full: \_\_\_\_\_ Half: \_\_\_\_\_ Quarter: \_\_\_\_\_ Eighth: \_\_\_\_\_

**Student Name for Ad:** \_\_\_\_\_

\*As always this year's graphics team will follow a specified template. Colors and fonts will be pre-set by the graphics editor. **Do you want to include Text (scripture verse, quote, message)?:**  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If you checked **yes**, then please print your text below. If you need more room, please attach your text. Please print legibly. **\*Note limit on words** at top....if you need more room, drop a photo...

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**You will pay Herff Jones for the ad, and send this form to Northeast Jones High School. Herff Jones will process the sale only. Do not send this form Herff Jones. Sign below indicating that you understand and agree with the conditions above.**

**Signature:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Do not fill in following information...yearbook adviser only:** Date turned in: \_\_\_\_\_ #photos  
\_\_\_\_\_ #text \_\_\_\_\_ Herff Jones receipt \_\_\_\_\_ ad size \_\_\_\_\_ COR signature

## Senior Portraits 2018

Dear Seniors 2018,

Yes, it is time to schedule senior portraits! The official NEJ senior portrait photography company is Scruggs Photo of Laurel. You should receive a pre-set appointment card in this envelope; if there is any question or problem, you can call Scruggs Photo (at **601-319-0112**). Scruggs Photo is located at 550 Central Avenue, downtown Laurel—it was formerly The Studio. If you cannot make your scheduled date, you need to call asap so that you can schedule another date immediately. The senior section is in color and must be shipped to the printer by December 1—if we do not have your portrait by mid-September, we will not put in yearbook. **\*Your yearbook portrait MUST come from Scruggs Photo to maintain design integrity.** NEJ photo dates are in June and July; check your photo card and call Scruggs if you need to change your appointment.

Men must wear white t-shirts. All females will wear black drapes in the yearbook portrait; all males will wear a black tux in the yearbook photo. Drapes and tux provided by Scruggs Photo. **\*\*\*Be sure that you are careful this summer about sunburn, tan lines on neck, arms, and shoulders, fever blisters, and impulsive hair cuts. Scruggs can delete your braces, if you wish...let them know you have braces when you call so they can plan ahead of time! Be very cautious about extreme hair styles such as color streaked hair, hair feathers, and shaved heads...it is very difficult to take blue out of your hair and make it blond again!**

When you arrive at Scruggs, you must pay a **sitting fee**---this fee includes a finished copy of your senior portrait for the yearbook. Scruggs Photo touches up this copy and brings it to us—**you do not bring us a portrait**—your fee covers the one copy for the yearbook. After your appointment, you must return to Scruggs to select the proof that you want for the yearbook. We **DO NOT** get a copy of your portrait **until you select** the one you want us to use. **If you do not select a portrait OR if you do not pay your sitting fee OR if you do not have a portrait made at all, you will not have a senior portrait in the 2016 yearbook.** Also, Scruggs does **Casual Sessions**: shots in casual attire or school letter jackets or uniforms...indoor and outdoor...you may want to ask about **Casual Sessions** (these are not for yearbook, but would be nice for family or even your senior ad!).

Please be responsible about this first important activity for your special senior year....  
your senior portrait is a wonderful part of your senior yearbook.

## **Senior Portraits 2018**

**\*Information given to 2018 seniors via the mailed report cards in May 2017/announced on intercom  
May 8-15/and will be given thru senior English classes month of August as reminder....**