

Proofed by:	Deadline #:
Message _____ # of pictures _____	Assigned # Page #:

Submission of inappropriate text or photos may result in cancelation of the ad. Realize however that as we are a student publication, we can not refund for any unintentional errors.

Sherwood Class of '11 Senior Salutation Ad Submission Form

Fill out this form completely and include in a medium to large envelope with a clasp along with your photos, message, and payment.

Full Name of Senior (or all names if a group)	
Purchaser's Name	Purchaser's Relationship to Senior
Phone Number (to contact you with questions)	
Email Address (to contact you with questions)	
Message Included <div style="text-align: right; margin-top: 5px;"> <input type="checkbox"/> YES <input type="checkbox"/> NO </div>	Is the page a secret? <div style="text-align: right; margin-top: 5px;"> <input type="checkbox"/> YES <input type="checkbox"/> NO </div>
How you want message to be signed (e.g. Love always, Mom and Dad)	
Number of Photos Included	Check Amount
Size Desired (please circle) 1/8 1/4 1/2 Full Page	
Any Special Instructions:	

Feel free to photocopy this flyer if you wish to purchase more than one ad.

A form should be with every ad. Questions? Email [Lori Leonard@mcpsmd.org](mailto:Lori_Leonard@mcpsmd.org) or call (301) 924-3255.

I authorize the Sherwood High School yearbook staff to reproduce the included photos of (senior's name) _____ in a salutation for the 2011 yearbook. I understand that it may not be possible to have the submitted photos returned to me. I also understand that the yearbook staff reserves the right to edit or reject any salutation determined to be inappropriate or lacking in the standards and quality which the staff strives to maintain for the yearbook publication. I waive the right to ask for a refund because I realize any student publication may have accidental errors.

FOR YEARBOOK STAFF USE ONLY	Date Received:
Assigned to:	Date Completed:

Yearbook Senior Ad Order

Place a personal ad to honor a graduating senior or group of seniors in the 2011 *Leaves* Yearbook.

All ads and payments are due OCTOBER 27, 2010.

Ads submitted after that time are not guaranteed placement.

Order Online at www.yearbookforever.com OR

Mail or bring to the main office:

1. the completed form (on the back)
2. photos (or CD of photos)
3. typed message (on paper and/or disk)
4. payment: check or money order
made out to Sherwood High School

Mail to:

Ms. Lori Leonard
Yearbook Adviser
Sherwood High School
300 Olney-Sandy Spring Road
Sandy Spring, MD 20860

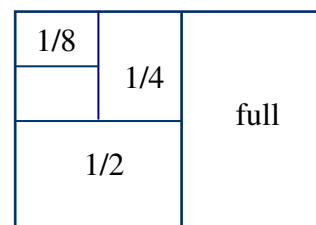
Layouts will be created by yearbook staff members in a manner that is congruent with the overall theme and style of the yearbook. If you are interested in working with the yearbook staff to create your ad, please contact the staff at sherwoodyearbook@yahoo.com or (301) 924-3255 by October 1.

Photos do not have to be sized as they are scanned, adjusted, and placed digitally. We do accept digital images on disk only, do not try to email them. Please submit quality photos. We cannot make a bad photo good! Do not submit Polaroids, composite images, photos cut into shapes, xeroxed copies or color photos printed on regular paper (they are not high enough quality). Photos may be returned when the book is delivered in May however we cannot guarantee all photos will be returned, some could be unintentionally lost during production. Please do not send photos that are irreplaceable, go to Ritz Camera or elsewhere and get a high quality copy made! **Write the name of the senior on the back of each photo in black ink (do not write heavy or use other colors).** One photo may be made more dominant than the others depending on layout, if you have a preference for the dominant, please indicate so by writing DOMINANT on the back of the photo in black ink.

Messages should be typed on a separate page. We can not accept copyrighted material such as poems or song lyrics with extant copyrights. We will not accept coded messages or abbreviations of any type.

Pricing is based on printing costs for the pages. Groups of friends or other organized groups such as sports teams and clubs are welcome to combine funds and purchase larger ads.

<u>Size</u>	<u>Max # of Photos</u>	<u>Max Word Count</u>	<u>Price</u>
1/8	one	40	\$60
1/4	three	60	\$110
1/2	six	90	\$200
full	up to 10	120	\$375



Inclusion of salutations in the 2011 yearbook is not guaranteed. We have limited space and it is filled on a first come basis. If not all pages are filled by October 27 or we need to order additional pages, we may accept late ads but there will be late penalty fees added to the overall cost. Arrange for your salutation ad(s) early.

Please understand that it is the yearbook staff's intention to produce a book that will bring enjoyment and pleasure to our readers for many years to come. The staff will work hard to create your salutation to your specifications, but ***we reserve the right to edit or reject any salutation or photo that we deem to be inappropriate or lacking in the standards and/or quality that we strive to maintain for our publication.***