



# SALUTE OPTIONS

Your ad will be designed by the yearbook staff. Salutes created by the staff are well designed and cohesive with the design of the entire book. You may not submit your own design *or a design from your photographer* unless it follows all of the below specifications. Salutes that do not follow these guidelines will not be accepted.

**Salute size requirements**  
 300 DPI  
 Quarter Page: 4in x 5in  
 Half Page: 8in x 5in  
 Full Page 8in x 11in

## EARLY NOW - SEPT. 22

Quarter Page: \$110 | Half Page: \$205 | Full Page: \$360

## REGULAR SEPT. 23 - OCT. 27

Quarter Page: \$135 | Half Page: \$230 | Full Page: \$390

## LATE OCT. 28 - NOV. 30 ONLINE ONLY

Quarter Page: \$215 | Half Page: \$305 | Full Page: \$465

## REQUESTED SPECIFICATIONS

**Quarter Page:** limit of 50 words, 2-3 photos max

**Half Page:** limit of 50 words, 4-5 photos max

**Full Page:** limit of 200 words, 12 photos max

## TAKE NOTE:

*As you deviate from the suggested specifications above, the quality of your salute will decline. There are only so many things that can be tastefully included into a limited amount of space by cropping photos or by decreasing type size.*

*If you do submit more than the requested number of photos, some photos may not be used in the creation of your ad. This decision will be left up to the editorial staff.*

*Final editorial control of salute content rests with the yearbook staff.*

*Incomplete salutes cannot be accepted. Changes cannot be made once salute orders have been accepted.*

*We take every precaution against losing photos, but we cannot guarantee this will not occur. The yearbook room is a busy place with many teenagers at work. Therefore, we recommend that you give us digital images or photo paper copies of your photos that cannot be replaced.*

# PURCHASE OPTIONS

## OPTION ONE: PURCHASE ONLINE **PREFERRED**

1. Visit <http://yearbookforever.com> and search for **Edmond Santa Fe High School**.
2. Enter in your senior's name, select your ad size, type your message (*according to the requested specifications*), and upload your photos.
3. Pay with a credit/debit card or PayPal.

## OPTION TWO: PURCHASE AT SCHOOL

1. Write a message to your senior on the back of this form. (*Make sure word limit doesn't exceed the requested specifications.*) Place your senior's name at the top the way it should appear in the ad.
2. Photos must be JPG format, 300 DPI and in RGB mode. Choose the correct number of photo(s) based on the requested specifications for your ad size and submit using one of the following methods:
  - A. Email the photos to [esfhs.archives@gmail.com](mailto:esfhs.archives@gmail.com) and put your child's name in the subject line.
  - B. Burn your images to a CD and write your child's name on the CD in permanent marker.
  - C. Write the name of your child on the back of each image. Copies of photos on copy paper will not be accepted.

3. Place brochure, message, payment (*no multiple checks*) and photos (*if applicable*) into a resealable manila envelope, with your child's name on it. Mail it or bring it to the Welcome Center. **If you would like your photos returned**, include a self addressed stamped envelope with your name and address. Photos will not be returned until May. If you do not include a S.A.S.E. you will not get your photos/CD back. The yearbook staff will NOT deliver them to your student during school.

4. DO NOT attempt to trim or cut photos. Our designers have the capability and creativity to crop photos tastefully on the computer, so as not to harm the hard copy pictures.

5. Cost for the salute is based on when we receive your message and photos. Please submit payment, message and photos at the same time to avoid additional costs.

**Salutes purchased after October 27 must be purchased online at <http://yearbookforever.com>**

**Salutes will NOT be accepted after November 30, 2017**

**Don't forget to also purchase the yearbook. Yearbooks are available at <http://yearbookforever.com>**

*Only for use if not purchasing online*

## YOUR INFORMATION

Senior's name \_\_\_\_\_  
(Use legal name here)

Contact's name \_\_\_\_\_

Address \_\_\_\_\_

Daytime phone \_\_\_\_\_

E-mail address \_\_\_\_\_

Circle your selections:

Surprise salute for senior? **Yes No**

Salute size: **Quarter Half Full**

Photos to be returned? **Yes No**

Message to senior written on reverse side? **Yes No**

Add the yearbook to your order today? **Yes No**  
(If yes, you will receive a \$15 discount on the book and free name personalization on the cover)

**If purchasing both a salute and yearbook TODAY spell the senior's name as it should appear on the cover of the book.**

### Verify your submission:

Number of hard copy photos submitted \_\_\_\_\_

Number of CDs submitted \_\_\_\_\_

Total number of photos on CDs \_\_\_\_\_

Number of photos emailed \_\_\_\_\_

Total amount enclosed \_\_\_\_\_

To determine amount if purchasing a yearbook use this simple formula:  
 Price based on size and date \$ \_\_\_\_\_ + \$55 discounted yearbook price

**Yearbook staff only:**  
 Date received: \_\_\_\_\_  
 Date receipted: \_\_\_\_\_  
 Check/cash amount: \_\_\_\_\_  
 Check number: \_\_\_\_\_  
 # of photos received: \_\_\_\_\_  
 Ad size \_\_\_\_\_  
 YB ordered **Yes No**  
 Namestamp entered **Yes No**