

# Hauberk2020 Senior Ad Contract

**PLEASE NOTE:** If your child has scheduled senior photos to be taken **AFTER** the deadline please contact us with notice.

## 2020 Hauberk Senior Ad Order Form

**Deadline: Friday, September 6.**

\*Please write legibly

Name of student/organization:

\_\_\_\_\_

Name of parent/person to contact:

\_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

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

\*Please mark either full color or black and white for the enclosed ad, then mark the corresponding size of the ad.

### Know That:

-Staff members design the ads if there is not a design sent in.

-Photos can be enlarged or reduced.

-We encourage you to send a duplicate, or a good copy of your photo. Photocopied pictures do not turn out well when scanned into the computer.

-Avoid lots of text, collages, facebook photos, low resolution photos or photomontages.

-Do not turn in photos or ads on CD'S or disks

-When choosing photos for your child's ad, please respect school policies.

-There is a limit on the number of pictures allowed in an ad based on ad size, refer to ad size pricing for picture limits.

-Photos and designs sent to us should be sent as a JPEG or PDF in at least 300 dpi.

-Pictures will be handed back on distribution day at the end of the year. If you need your pictures back sooner, have your senior come by room 413 B and pick them up.

**\*25% late fee after Sep. 6th,  
the new ad prices will be:**

1/4 page ad: Full Color: \$168.75 B&W: \$118.75

1/2 page ad: Full Color: \$281.25 B&W: \$200.00

Full Page ad: Full Color: \$462.5 B&W: \$300.00

## Ad Size Pricing:

### **Color:**

1/4 Page Ad

\*3 pictures max

\$135

1/2 Page Ad

\*5 pictures max

\$225

Full Page Ad

\*8 pictures max

\$370

### **Black & White:**

1/4 Page Ad

\*3 pictures max

\$95

1/2 Page Ad

\*5 pictures max

\$160

Full Page Ad

\*8 pictures max

\$240

## Place an ad in the 2020 Hauberk:

1. Hand in the ad to the front office of the school. There will be a bin to place the ad in. Once your senior turns in their ad, they will need to sign their name on the clipboard next to the bin.
2. We will not accept emailed contracts.
3. We encourage that all ads are complete when turned in. This means a complete ad form, all pictures, all text and money.
4. If you are purchasing more than one ad, please pick up another contract in the main office. Do not submit more than one ad per contract.
5. Include a check made out to SM East Hauberk for the ad size that you want.
6. If we receive your ad after Sept. 6, there will be a 25% late fee. No ads will be accepted after Sept. 20.

If you have any questions please email us at **hauberkads2020@gmail.com** or call:  
**(913)-777-9380** (Katheryn Nachtigal)  
**(913)-291-9427** (Meredith McGannon)  
**(913)-957-0904** (Hannah Hobert)

**What to expect after sending in your ad:**

- If contract, payment, and photos don't come in at the same time there's an increase of issues with the ad.
- Check the database: A database will be created containing all the ads and should be completed by mid/end-October. It will be posted in a newsletter on the district website. If you don't see your name, contact either of the numbers listed or Mr. Tate immediately.
- This year we will be emailing the ads to be proofed. Please email us back to approve the ad or email us with the changes you would like to make.**
- Remember because of the short time we can only allow for the ad to be seen once before the final printing. You will only have 5 school days to check the ad. WE WILL ONLY USE THE EMAIL LISTED ON THE AD SHEET TO CONTACT YOU.
- Keep in mind we that we design ads alphabetically, so if your last name is towards the end of the alphabet, your ad will be proofed later than others.
- Pick up the pictures: Your student should receive a folder with their pictures on yearbook distribution day (end of the school year). If they don't receive theirs, you can pick up the photos in room 413 B.

**Create Your Ad**

Staff created:\_\_\_\_\_ Pre-designed:\_\_\_\_\_ Number of photos:\_\_\_\_\_

Message (Short & Legible)\_\_\_\_\_

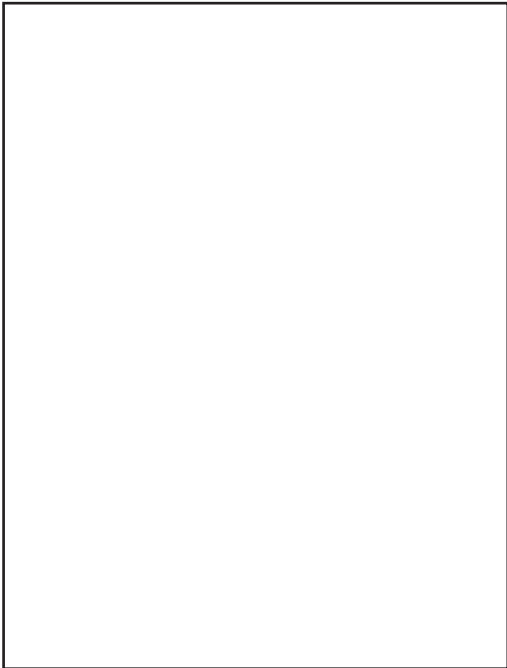
\_\_\_\_\_

\_\_\_\_\_

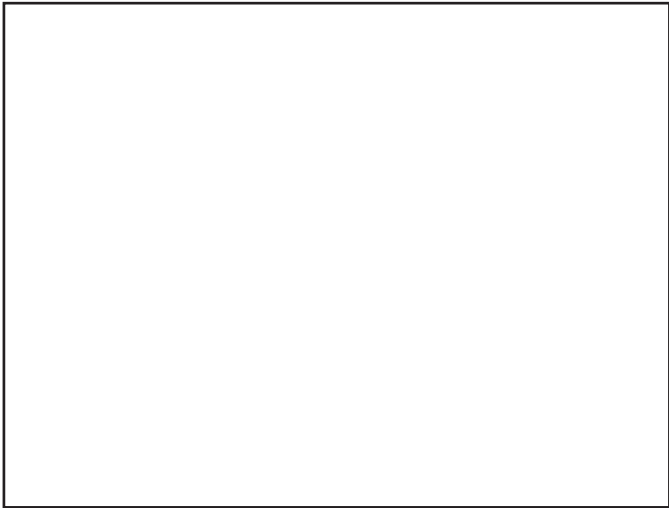
\_\_\_\_\_

\*If creating an optional design, please keep the design proportional

**1/4 page and Full page (not to scale)**



**Half page (not to scale)**



**Ad sizes (in inches):**  
1/4 page: 3 in. and 14/16 wide by 4 and 13/16 in. tall  
1/2 page: 8 in. wide by 4 and 13/16 in. tall  
Full page: 8 in. wide by 10 in. tall