

Deadline: 1/14/2011

Berlin High School
139 Patterson Way
Berlin, CT 06410

**RESERVE A CONGRATULATORY
Parent Ad For Your
Graduate's Yearbook TODAY!**



Berlin High School Yearbook Parent Ad Order Form

Dear Parents, Family and Friends,

This is your chance to put your thought, well wishes and feelings into words and pictures. Yearbook recognition ads are a great way to commemorate student achievements and important milestones. We are offering this opportunity only to parents, family and friends of the graduating class of 2011. The fundraising revenue from the recognition ad helps us to create a better yearbook. To purchase your ad and help with our goal please follow the instructions below. **GradAd is managing our yearbook campaign so please be sure to send all materials to their attention, in addition all questions should be directed to GradAd at (866) 394-9729. Your order must be received no later than 1/14/2011.**

Sincerely,

Berlin High School Yearbook Staff

Featured Student Name – print name (case sensitive) as it should appear on yearbook ad:

F	I	R	S	T															
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Your Name:

F	I	R	S	T															
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Address – Include spaces between number and street name:

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City:

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State:

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Zip:

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Phone:

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Email Address

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Step 1 Choose ad size

Ad Size	COLOR ADS	Option: <input type="checkbox"/> I would like to order an 8x10 glossy print for \$20.00
Full Page	<input type="checkbox"/> \$300.00	Maximum of 12 photos and 1000 characters*
1/2 Page	<input type="checkbox"/> \$175.00	Maximum of 6 photos and 600 characters*
1/4 Page	<input type="checkbox"/> \$130.00	Maximum of 3 photos and 300 characters*
1/8 Page	<input type="checkbox"/> \$100.00	Maximum of one photo and 100 characters*

*Characters include spaces & punctuation

Payment Enclosed

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(If mailing in photos and text, please include \$10 Handling & Processing Fee)

Make check or money order out to: GradAd Mail to: GradAd, PO Box 340 Essex, CT 06426

Special Instructions:

Please type all text that will be submitted to us. We will not accept handwritten text.

All photos and images submitted to us MUST be scanned at 100% size and at 300 dpi resolution. Both photos and Images must be in JPG format. All Photos mailed to us will be given to the school to be returned to you by the yearbook staff.

All camera ready artwork MUST be submitted on 8x10 paper or art board. This will also be returned.

If creating your own custom ad, please use the appropriate desktop publishing programs. Do not use Microsoft Word or Power Point to produce your custom ad for your student. We do not make corrections or changes to custom ads.

The yearbook advisor reserves the right to proof your ad before being submitted for publishing.

GradAd reserves the right to edit any text, copy, images or photo that infringes on copyright laws.

If you have any questions about this please Google copyright laws and review.

Step 2 Order/GradAd Designs

Two ways to order:

Order online 24/7 at GradAd.com

1. Choose size and layout.
2. Add text.
3. Upload your photos and place on template of your choice **OR** upload custom ad you created yourself.
4. Check out using Visa or Mastercard.

OR GradAd Designs

Fill out the Order Form and follow these steps to have us design your ad

1. Select your size.
2. Type your text and submit your photos.
3. Drop order form and materials in the mail to the address provided.

Do not mail material to the school.

☐ Please add \$10.00 Handling & Processing Fee

Office Use Only

Check#: _____ Amount: _____

of Photos Received: _____

Camera Ready Art/CD: ☐ Yes ☐ No

Questions? Call GradAd at (866) 394-9729 or email help@GradAd.com