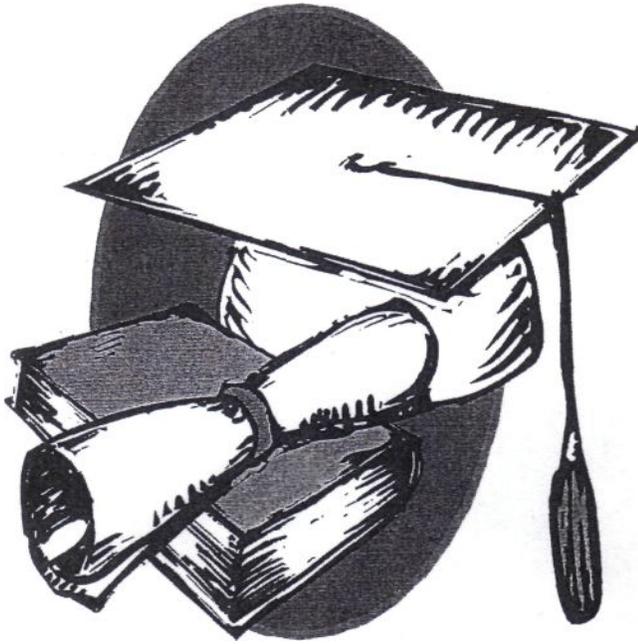


Family and Friends of the Class of 2021



We are now
accepting ads
for our
2021
Yearbook

Full page ad ...\$130.00

Half page ad ...\$65.00

Quarter Page ...\$35.00

Ads will be considered on time &
accepted until

***WEDNESDAY, March 10th**

Instructions for creating your
ad are included.

We strongly suggest that Ads be created in
JPEG format and emailed as JPG file.

PDF format/file is not acceptable

Email: mgigliello@stfrancisschoolbh.net

***Late Ads will be accepted on 3/11 & 3/12,
however, a \$10.00 late fee per ad must be
added to your total remitted.**

Instructions for Creating/Submitting Your Ad(s)

TO CREATE JPEG (NOTE: PDF format will NOT be accepted)

1. **Choose** the size for your Ad(s):

DIMENSIONS FOR PAGES

- A. FULL : WIDTH: 48.0 picas or 8.0 inches and HEIGHT: 61.0 picas or 10.1 inches
- B. HALF: WIDTH: 48.0 picas or 8.0 inches and HEIGHT: 30.6 picas or 5.1 inches
- C. QUARTER: WIDTH: 23.6 picas or 3.9 inches and HEIGHT: 30.6 picas or 5.1 inches

2. **Email** your ad(s) to mgigliello@stfrancisschoolbh.net

3. **Include:** Subject line: Yearbook ad(s) for NAME OF GRADUATE

4. **Include:** Body of Email: Size of Ad(s), Your Name and payment method.

5. Payment Methods:

- A. If paying through Venmo. Please make your family's payment to "@SFDESCACADEMY". Please be sure to include what child (full name) you are making payment for in the notes section along with the subject Yearbook ads. Please note that your order is not complete until payment is made and the order form is submitted.
- B. Check made payable to SFDESCA

6. Ad Pricing:

Full Page- \$130.00 Half Page- \$65.00 Quarter Page- \$35.00

7. **DEADLINE:** Ads will be considered on time & accepted until ***WEDNESDAY, March 10th**
*Late Ads will be accepted on 3/11 & 3/12, however, a \$10.00 late fee per ad must be added to your total remitted.

8. We strongly suggest that Ads be created in JPEG format and emailed as JPG attachment.
PDF format/file is not acceptable

9. Questions? Email: mgigliello@stfrancisschoolbh.net

TO CREATE USING INCLUDED OUTLINE(S) (NOTE: PDF format will NOT be accepted)

1. **Choose** the size for your Ad(s):

DIMENSIONS FOR PAGES (OUTLINES INCLUDED)

- A. FULL : WIDTH: 48.0 picas or 8.0 inches and HEIGHT: 61.0 picas or 10.1 inches
- B. HALF: WIDTH: 48.0 picas or 8.0 inches and HEIGHT: 30.6 picas or 5.1 inches
- C. QUARTER: WIDTH: 23.6 picas or 3.9 inches and HEIGHT: 30.6 picas or 5.1 inches

2. **Carefully cut your ad out just inside the black line.** Be sure no part of the black line is visible or it will also appear in your ad.

3. Handwritten ads are permitted. However, be sure they are **legible**. **Ads appear EXACTLY AS SUBMITTED.**

4. If you are computer-generating your ad: be sure the font size and type are legible.

5. Photographs:

- A. We **strongly suggest** submitting **Original Photos** only. Scanned photos **do not** reprint well.
- B. Either black/white or color photos are acceptable. **All photos will appear EXACTLY AS SUBMITTED.**

6. To attach your photograph(s) to your ad: please **affix** your photo(s), exactly where you want them positioned, with **rubber cement or double-sided tape**. Any tape/tape lines visible to you; will also be visible in the yearbook.

7. **Write** the **graduate's name** on the back of each ad submitted & **include** (on the back) the name of a **student** who we can return your ad to **next** year.

8. Please submit ALL Hardcopy ads in a **manila envelope** (with the graduates name on front).

9. Feel free to make **copies** of the ad outlines/instructions for additional submissions.

10. **REMEMBER:** How you submit your ad is **exactly** how it will appear in the yearbook.

11. All ads to be submitted to Mrs. Maureen Gigliello.

12. Payment Methods:

- A. If paying through Venmo. Please make your family's payment to "@SFDESCACADEMY". Please be sure to include what child (full name) you are making payment for in the notes section along with the subject Yearbook ads. Please note that your order is not complete until payment is made and the order form is submitted.
- B. Check made payable to SFDESCA

13. Ad Pricing:

Full Page- \$130.00 Half Page- \$65.00 Quarter Page- \$35.00

14. DEADLINE: Ads will be considered on time & accepted until ***WEDNESDAY, March 10th**
*Late Ads will be accepted on 3/11 & 3/12, however, a \$10.00 late fee per ad must be added to your total remitted.

15. We strongly suggest that Ads be created in JPEG format and emailed as JPG attachment.
PDF format/file is not acceptable

16. Questions? Email: mgigliello@stfrancisschoolbh.net

