

Dear Parents and Students of the Class of 2017,

Your senior year is an exciting and special time, and your senior yearbook will be an important memento of your last year of high school. Traditionally, seniors submit their own senior portraits to be included in the yearbook. **If you submit your own photo, please keep in mind that there are certain specifications that must be followed:**

1. 2” x 3” vertical: no border – this is a wallet size photo
2. 1 ½” from bottom of chin to top of hair
3. ¼” between top of head and edge of photo
- 4. Student directly looking at camera**
5. Head and shoulders format (no lying down)
6. Clear focus: no soft focus or misty effect
7. Background contrasting with hair color
8. Either indoor or outdoor (even and balanced lighting)
9. Digital submissions must have a resolution of 300 dpi or higher
- 10. Color pictures ONLY.**

We understand that some seniors want to express their individuality, but photos must follow the specifications. We may need to crop the photo to be a head and shoulder shot or request a replacement if the photo you submit does not meet the requirements. **Your submitted photo will not be returned.**

We are also planning to do Senior Quotes. Please send in your quote with your senior picture, also keep in mind, yearbook can refuse your quote if it is inappropriate.

The deadline to turn in a senior portrait is **Wednesday, October 26<sup>th</sup>**. Submit your photos via e-mail at [cvybook@gmail.com](mailto:cvybook@gmail.com).

We will use your Lifetouch school photo if we do not receive a portrait by this deadline.

Besides the senior portraits, parents also have the opportunity to purchase an ad in the yearbook to honor their graduating senior. Senior ad sizes include a 1/8 of a page for \$50, (approximately the size of a business card), a ¼ page for \$100, a ½ page for \$200, or a full page for \$400. We have included an order form in this mailing. Ads are due by **Monday, January 30**.

Contact us if you have any questions at [cvybook@gmail.com](mailto:cvybook@gmail.com). Have a great summer!

Nicole Moore, Business Editor  
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