

# 2018 SENIOR YEARBOOK TRIBUTE ORDER FORM

To reserve your tribute space, please respond by **DECEMBER 1, 2017** and provide the following:

- This Order Form
- Tribute Photos (SEE GUIDELINES)
- Tribute Text (SEE GUIDELINES)
- Full Payment (Printed Copy of Online Order Receipt)
- Cash or Check (Make Checks Payable to NCHS)

**MAIL OR DELIVER TO:**  
 North Cobb High School  
 ATTN: YEARBOOK STAFF  
 3400 Old 41 Hwy NW  
 Kennesaw, GA 30144

**QUESTIONS?**  
 NCHS Yearbook Staff  
 (790) 975-6685 xt 8012102  
 email: nchsyb@gmail.com  
 Ms. Husband (RM 2102)

## > ORDER INFO

**ALL FIELDS ARE REQUIRED**

STUDENT'S NAME PLEASE PRINT CLEARLY \_\_\_\_\_ STUDENT EMAIL PLEASE PRINT CLEARLY \_\_\_\_\_

PARENT/PURCHASER'S NAME PLEASE PRINT CLEARLY \_\_\_\_\_ PARENT EMAIL PLEASE PRINT CLEARLY \_\_\_\_\_

STREET ADDRESS PLEASE PRINT CLEARLY \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

IS THIS TRIBUTE A SURPRISE FOR THE STUDENT?      YES      NO CONTACT PHONE NUMBER (7AM - 4PM) \_\_\_\_\_

PURCHASER NAME PLEASE PRINT CLEARLY \_\_\_\_\_ PURCHASER SIGNATURE \_\_\_\_\_

## SIZE, PRICING & PAYMENT DEADLINES

ORDER BY 10/31/2017	AFTER 10/31/2017
1/8 PAGE \$95	1/8 PAGE \$120
1/4 PAGE \$125	1/4 PAGE \$150
1/2 PAGE \$205	1/2 PAGE \$230
FULL PAGE \$325	FULL PAGE \$350

**\*ADDITIONAL \$25 to submit an already designed tribute\***  
**FINAL DEADLINE 12/1/2017**  
 SIZE AVAILABILITY IS SUBJECT TO CHANGE WITHOUT NOTICE

### CLEARLY MARK YOUR TRIBUTE SIZE SELECTION

PHOTOS SUBMISSION METHOD AND QUANTITY

CD \_\_\_\_\_ ENTER # OF PHOTOS SUBMITTED ON CD

HARD COPY \_\_\_\_\_ ENTER # OF HARD COPY PHOTOS

**\*\*PLEASE REFERENCE INSTRUCTION GUIDELINES FOR LIMITS\*\***

SPECIAL PHOTO INSTRUCTIONS:

NEATLY PRINT TRIBUTE TEXT BELOW [YOU MAY SUBMIT ON ANOTHER SHEET OF PAPER OR WORD DOC ON PHOTO CD]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CREDIT AND DEBIT CARD PAYMENTS ARE ONLY ACCEPTED ONLINE**

**www.NorthCobbYearbook.com**

### YEARBOOK STAFF USE ONLY

BEFORE 10/31/2017	AFTER 10/31/2017
1/8 PAGE \$95	1/8 PAGE \$120
1/4 PAGE \$125	1/4 PAGE \$150
1/2 PAGE \$205	1/2 PAGE \$230
FULL PAGE \$325	FULL PAGE \$350

TOTAL AMOUNT DUE \$ \_\_\_\_\_

TOTAL PAYMENTS \$ \_\_\_\_\_

JOSTENS ORDER # \_\_\_\_\_

PAID IN FULL  DATE // // 2017

DATE COMPLETE ORDER RECEIVED BY YEARBOOK STAFF: \_\_\_\_\_

STAFF MEMBER ASSIGNED TO CREATE TRIBUTE: \_\_\_\_\_

TRIBUTE COMPLETED DATE: \_\_\_\_\_

TRIBUTE PROOFED AND SENT: \_\_\_\_\_ ASSIGNED PAGE NUMBER: \_\_\_\_\_

JOSTENS BATCH NUMBER: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_

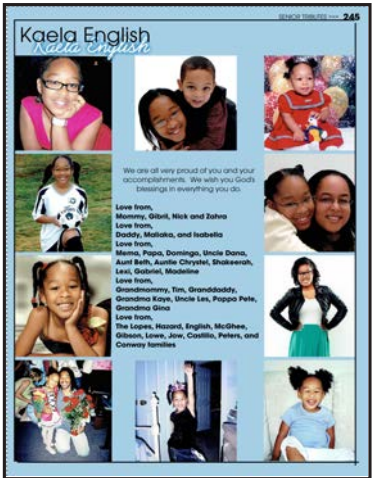
**YEARBOOK STAFF NOTES**

\_\_\_\_\_

FULL PAGE APPROXIMATE DIMENSIONS: 7.5 inches wide x 10.5 inches high



full page



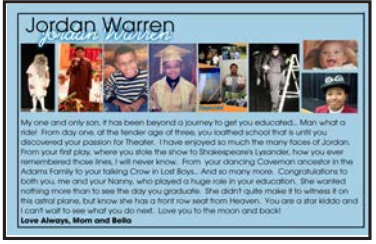
full page



HALF PAGE APPROXIMATE DIMENSIONS: 7.5 inches wide x 5.25 inches high



1/2 page



1/2 page



1/2 page



1/2 page



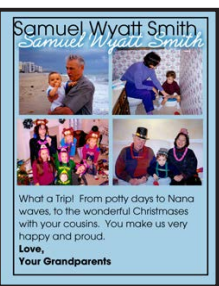
QUARTER PAGE APPROXIMATE DIMENSIONS: 3.75 inches wide x 5.25 inches high



1/4 page



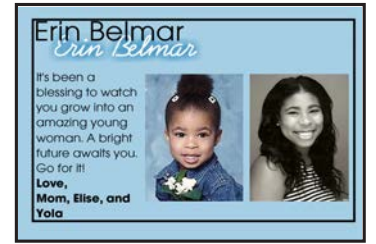
1/4 page



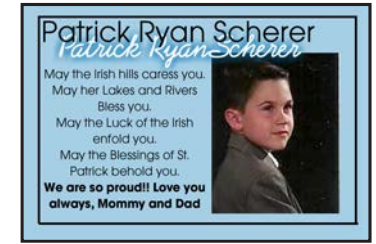
1/4 page



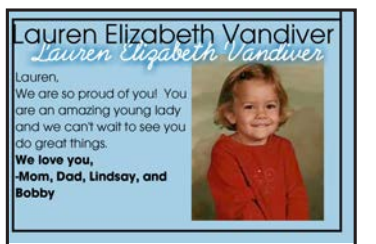
EIGHTH PAGE APPROXIMATE DIMENSIONS: 3.75 inches wide x 2.75 inches high (Business Card)



1/8 page



1/8 page



# Senior Yearbook Tributes - Class of 2018

The North Cobb High School yearbook staff is now accepting senior tributes for the class of 2017. These tributes will be featured in a special section of the 2018 yearbook. Take this special opportunity to tell your senior how proud you are of his or her achievements! **Senior tributes are available for a limited time on a space-available basis.**

## DO NOT MISS YOUR WINDOW OF OPPORTUNITY!

All tribute requests must be submitted **no later than noon on Thursday, December 1, 2017**. Special "Early submission" pricing is available on tributes submitted before October 31, 2017. Please follow the instructions below as you construct and submit your tribute. NOTE: Online Tribute sales will close when space is sold out

## Tribute payments now accepted online at [www.NorthCobbYearbook.com](http://www.NorthCobbYearbook.com)

### Pricing for tributes submitted by 10/31/2017

1/8 page: \$95  
1/4 page: \$125  
1/2 page: \$205  
Full page: \$325

### Pricing for tributes submitted after 10/31/2016

1/8 page: \$105  
1/4 page: \$150  
1/2 page: \$230  
Full page: \$350

All tributes will be designed by the yearbook staff.

There will be  
**\*AN ADDITIONAL \$25 CHARGE to submit an already designed tribute\***

### SPECIAL INSTRUCTIONS

Senior tributes are intended to feature ONE senior. Exceptions are made for families with multiple seniors. **DO NOT SUBMIT YOUR PRECIOUS, IRREPLACEABLE PHOTOS!** If at all possible, please submit digital images either on a CD or Jump Drive.

If you must submit printed photos, submit excellent copies printed on photo paper. **Neither the yearbook staff nor the publisher accepts responsibility for lost or damaged photos. Submit originals at your own risk. We cannot promise to return your submission.**

Do not cut, trim, glue or tape photos. All photos will be digitally reproduced in the ad, and size adjustments will be made to fit the tribute design.

The yearbook staff reserves the right to reject photos or text that violates editorial policy or to ask the customer to make changes to their submission. **WE CAN NOT ACCEPT PERSONALLY DESIGNED PAGE LAYOUTS, PHOTO MONTAGES, COMPOSITE PHOTOS OR PHOTOS CUT INTO ODD SHAPES.**

Be sure that all hard copy photos are carefully identified with your senior's first and last name. Use pencil to write on the reverse of photo prints. Mark CDs with permanent ink. ID digital photos with senior name.

Neatly handwrite your personal message for your senior in the space provided on the order form OR submit typed OR digital copy to our website (.TXT. or Microsoft Word .DOC file forms are best) Please be sure you adhere to the length guidelines printed in these instructions.

Tributes are taken on a first-come/ first served and space available basis

**Discount pricing is determined by the last date all materials are received. To receive discount pricing, you must submit ALL photos, text and FULL payment on or before OCTOBER 31, 2017 \*\*THERE ARE NO REFUNDS ON SENIOR Tributes\*\***

PLEASE MAIL OR DELIVER COMPLETED TRIBUTE PACKET TO:

North Cobb High School Yearbook  
C/O Jan Husband  
3400 Old 41 Hwy NW  
Kennesaw, GA 30144

Pay for Senior Tributes & Yearbooks Online  
[www.NorthCobbYearbook.com](http://www.NorthCobbYearbook.com)



INSTALLMENT PAYMENTS AVAILABLE

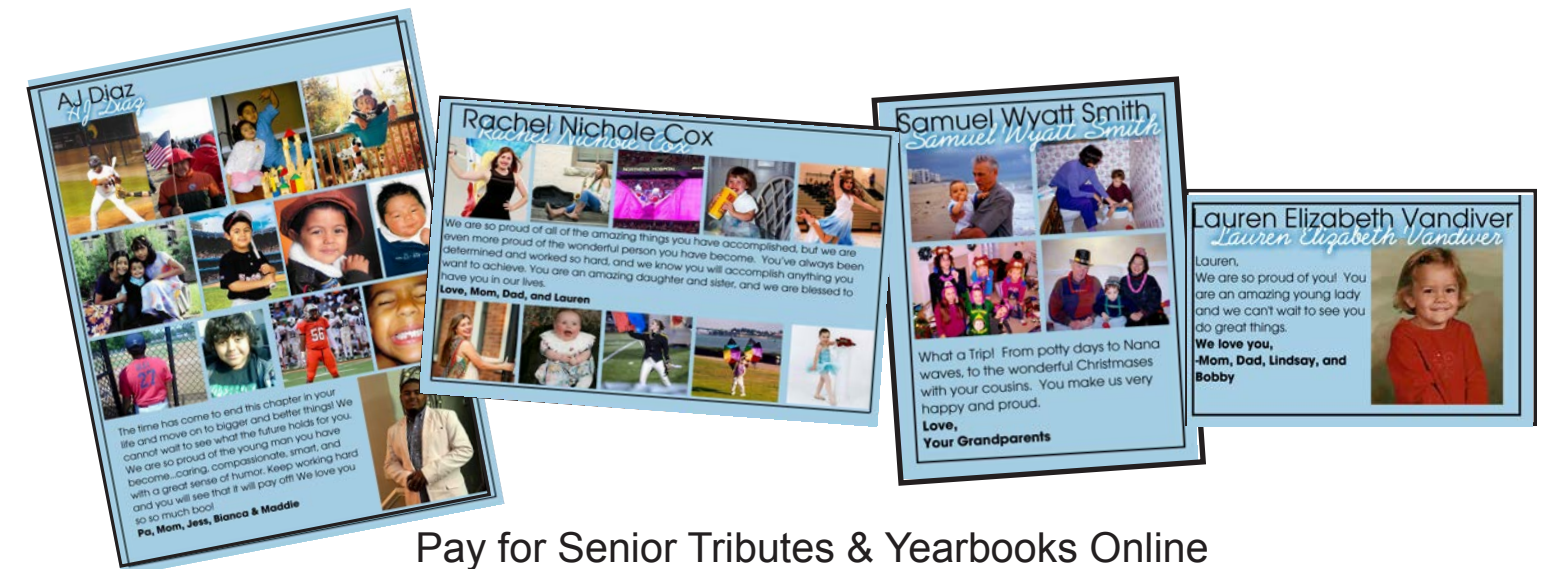
IMPORTANT: NORTH COBB HIGH SCHOOL SENIOR INFORMATION. RESPOND BEFORE 12/1/2017

North Cobb High School Yearbook  
3400 Old 41 Hwy NW  
Kennesaw, GA 30144

# Senior Yearbook Tributes - Class of 2018

## DISCOUNT DEADLINE 10/31/2017

## FINAL DEADLINE 12/1/2017



Pay for Senior Tributes & Yearbooks Online  
[www.NorthCobbYearbook.com](http://www.NorthCobbYearbook.com)



INSTALLMENT PAYMENTS AVAILABLE

### SUBMISSION INSTRUCTIONS & GUIDELINES

1. Select the tribute size you wish to purchase.
2. Collect photos and create text for tribute submission following the guidelines below.

#### 1/8 Page Tributes INCLUDED WITH 1/8 TRIBUTE.

Include one (1) picture and up to 25 words OR two (2) pictures and up to 15 words.

#### 1/4 Page Tributes

Include four (4) pictures and up to 25 words OR two (2) pictures and up to 50 words.

#### 1/2 Page Tributes

May include up to five (5) pictures and up to 50 words.

#### Full page tributes

May include up to twelve (12) pictures and up to 75 words. **Word counts and numbers of photos are MAXIMUMS.** The more photos you use in the ad the fewer words will fit in the space.

3. Complete the order form on the reverse of this page. **INCOMPLETE ORDER FORMS OR PACKETS MISSING CONTENT WILL NOT QUALIFY FOR EARLY ORDER DISCOUNTS.**

4. Submit the form, your text, and your photos (see special instructions for photos) to the yearbook staff online, by mail, or hand deliver to the NCHS office in clearly marked envelope. ATTN: Yearbook Staff

### PHOTO SUBMISSION DETAILS

All digital photos **MUST** include senior name in the name of the image.

**Example: Smith\_John01.jpg, Smith\_John02.jpg**  
**Please scan all hard copy photos at 300 dpi.**

### Questions about scanning?

Google "Scanning at 300 dpi" or contact the yearbook staff at [www.NorthCobbYearbook.com](http://www.NorthCobbYearbook.com) (Contact Us Tab)