



Carroll School

2012 YEARBOOK PARENT AD

How do I order a Parent Ad?

Complete the order form on the following page and provide completed artwork, text, or photos for your ad. Artwork can be accepted through one of the following methods:

- **Camera Ready** – Ad is laid out on paper and ready to be scanned
Mail finished ad, order form and payment. Please do not fold the ad when sending.
- **Digital File** – Electronic ad saved as TIFF or JPEG
Upload finished ad to **Image Share Site**, and mail order form along with payment.
- **Unfinished** – Send us the photos & text, & we'll design the ad
Digital images- Upload to the **Image Share Site** and mail your order form and payment.
Paper photos- Mail them along with your order form & payment. Please do not fold the photos.

*How do I use the **Image Share Site**?*

Use the Image Share Site to upload any digital photos or the finished artwork you would like in your ad. Just go to: <https://images.jostens.com/login?user=400134943&pw=carroll> to access the site and follow the prompts.

What are the requirements for Digital Artwork or Photos?

Your digital photos or artwork need to meet the following requirements:

- All digital photos and artwork files need to be in TIFF, JPEG, or PNG format
- A minimum resolution of 300 dpi at the image's actual size is needed for all digital artwork or photos
- Digital photographs need to have been taken on a camera with a minimum of 3 megapixels

Questions?

Please contact Erica Davidson with any questions at 781 314-9738 or via email at edavidson@carrollschool.org.

As a reminder, the only way to place a Yearbook order is online through Jostens' website at <http://jostensyearbooks.com?REF=A03483650>. There is also a direct link to the Jostens ordering site from the Carroll website homepage, under the "News" heading.

2012 YEARBOOK PARENT AD ORDER FORM

To order the Yearbook itself, go to the Jostens site at
<http://jostensyearbooks.com?REF=A03483650>

Child's Name: _____

Grade: _____ Homeroom: _____

Parent's Name: _____ Parent's Phone No.: _____

Parent's Email: _____

Ordering a Parent Ad: (Must place order by February 13th)

I'd like to order the following size ad (Please check off size below):

Full Page Ad - \$225 1/2 Page Ad - \$125 1/4 Page Ad - \$75 1/8 Page Ad - \$40

Is your ad ready now or will it be ready by the February 13th deadline?

Ad information included with order Ad information to be mailed by February 13th

Artwork: Please let us know how we will receive your artwork and/or photos.

Finished ad uploaded to Image Share Site. Digital photos uploaded to Image Share Site
 Finished ad mailed to Carroll Paper photos mailed to Carroll

Text: Please let us know what text you would like included in your ad:

Please return completed form and payment to:

The Carroll School, 25 Baker Bridge Road,
Lincoln, MA 01773 -3199, **ATTN: Business Office**

Don't forget to include any artwork, photos, text, etc needed for your ad.

Thank you for your order!