

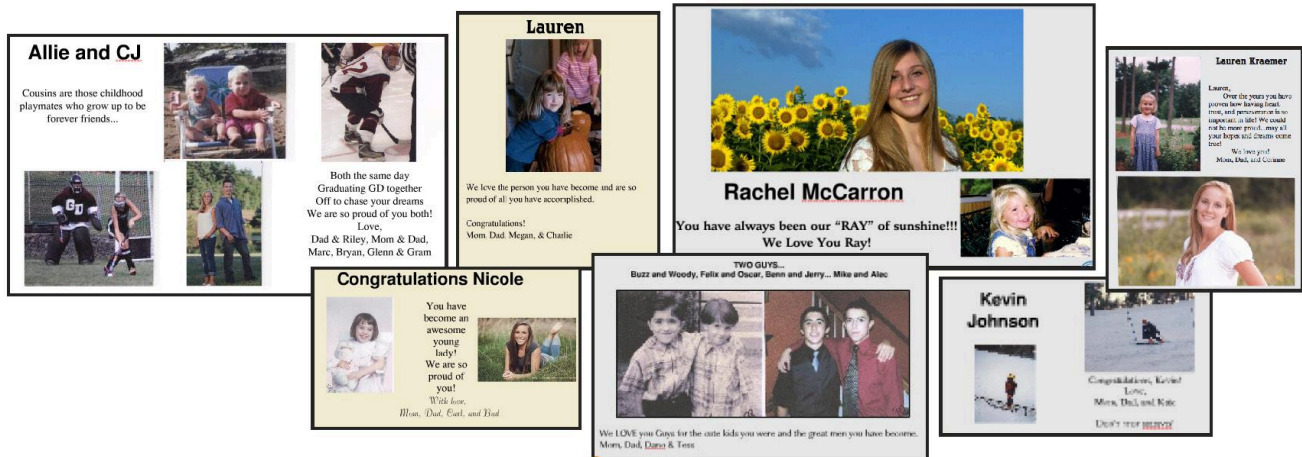
change it around  
bring it  
say it  
never forget it  
break it  
let it be  
ace it  
hold on to it  
nail it  
eat it  
read it

this is **it**  
THE KEY  
2017

The Key Yearbook GDRHS 2017

## It's amazing how quickly they grow up...

The Key staff at Groton-Dunstable Regional High School is now accepting orders for personal ads in the 2017 yearbook, so it's time to choose photos and plan your message of congratulations, pride and love.



## You can purchase your ad space in two ways:

### 1 - Online

Visit [www.yearbookordercenter.com](http://www.yearbookordercenter.com), enter Order Number 6666, and choose BUY A YEARBOOK AD to build your own personal ad and pay for it online. This do-it-yourself method is easy and flexible. When you create your own design online, you do not need to fill out the rest of this form or send anything to us at school. Just go online, watch the tutorial, and go!

### 2 - By Mail

If you need to have an ad designed with hard copy photos, complete the enclosed form and send your ad content and payment to us at the high school.

GDRHS Yearbook  
c/o Jon Adams, Senior Ads  
703 Chicopee Row  
Groton, MA 01450

**Don't miss out on this GDRHS tradition!**

The deadline for submission is October 31, 2016.

If you miss this deadline, *The Key* Yearbook staff cannot guarantee space for your message.

**If you are creating your ad online** through the Herff Jones Yearbook Order Center, you DO NOT need to fill out anything on this or the next page. **Just go online and design!**

**If you need *The Key* Yearbook Staff design your ad** with hard copies of photos or you have a special idea that won't work using Herff Jones's online ad builder, **please complete these three steps:**

1. PRINT this file.
2. FILL OUT your contact information and ad specifications below..
3. SEND these completed pages, your ad materials, and check BY MAIL.

Name of STUDENT in the ad: \_\_\_\_\_

Name of Person Purchasing the ad: \_\_\_\_\_

Purchaser's Email: \_\_\_\_\_ Purchaser's Phone: \_\_\_\_\_

### **Design Choice**

1. Select your desired ad size, and then choose which of the provided design options (on the next page) you would like for your student's ad. If you are buying a full-page ad, choose a full-page design, etc.

### **Photos**

2. Each ad contains a number of photos. Be sure to provide enough pictures to fill the photo blocks in the ad you choose. If you include extra pictures, our staff will decide which one(s) to exclude without notifying you. Notice that vertical photo blocks require "up-and-down" images and horizontal photo blocks require "left to right" images.

3. Our staff will arrange the photos attractively; however, if you want specific photos in specific boxes in your chosen design, include instructions for us.

4. You may submit original photographs, quality reproductions, JPEG images, TIFF images, or PDF files. (Note: the resolution of all files must be 300dpi to print at desired size!) DO NOT send Word, PowerPoint, or Publisher files, as these will not print correctly. They will appear pixelated and look bad.

5. Using pencil, write your child's name on the back of all hard copy photos. Be sure not to press too hard!

6. If you wish to build a collage, you may do so using PhotoShop or an [online tool](#), which charges a small fee. (Word, PowerPoint, and Publisher are not professional design programs and their files cannot be published as ads.) Full- and 1/4-page ads must be vertical, and 1/2- and 1/8-page ads must be horizontal. *Build your design at 300dpi to the specified size and submitted as jpg.* If you do not know what this means, do not try to build your own ad! Let us do it for you!!!

### **Message**

7. Type or print your message on a separate sheet and attach it to the order form.

8. We will choose a font for the copy when we design your ad. We will correct grammar, punctuation and spelling errors, unless otherwise instructed.

9: Take into account the actual size of the ad you are purchasing when writing your message. The more text you include, the smaller the font will be. The smaller the font, the harder it is to read the ad.

### **Please ...**

- DO NOT send us a partial ad and tell us more photos are coming late.
- We DO NOT accept or reserve ads by email.
- Fill out information on these pages and return with your pictures, message, and payment.

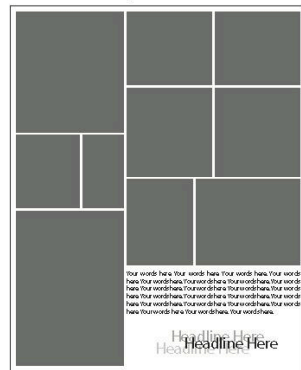
**Deadline for Purchase - October 31, 2016 / Questions? Email [jadams@gdrsd.org](mailto:jadams@gdrsd.org).**

# Full-Page Ads

- Approximate dimensions: 8 1/2" wide x 11" high



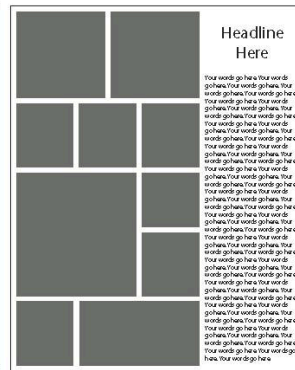
F1



F2



F3



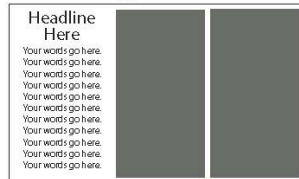
F4

# Half-Page Ads

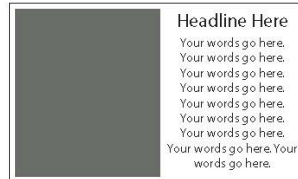
- Approximate dimensions: 8 1/2" wide x 5" high



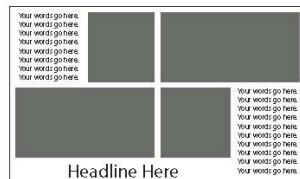
H1



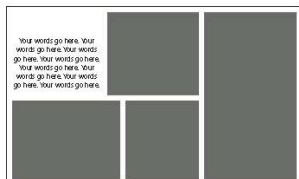
H2



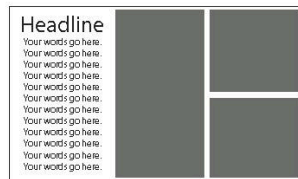
H3



H4



H5



H6

# Quarter-Page Ads

- Approximate dimensions: 4" wide x 5" high



Q1



Q2



Q3



Q4



Q5



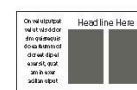
Q6

# Eighth-Page Ads

- Approximate dimensions: 4" wide x 2.5" high



E-1



E-3



E-2



E-4

# Indicate Your Size & Design

Full: Color: \$450

Half: Color: \$250

Quarter: Color: \$150

Eighth: Color: \$100

Design: ☐ F1 ☐ F2 ☐ F3 ☐ F4

Design: ☐ H1 ☐ H2 ☐ H3 ☐ H4 ☐ H5 ☐ H6

Design: ☐ Q1 ☐ Q2 ☐ Q3 ☐ Q4 ☐ Q5 ☐ Q6

Design: ☐ E1 ☐ E2 ☐ E3 ☐ E4

**Before you mail, be sure everything is in the envelope.**

- \_\_\_ My check is enclosed.
- \_\_\_ The number of my photos matches the number in the ad.
- \_\_\_ I have attached the ad message on a separate page.
- \_\_\_ If necessary, I have included clearly written special instructions.

**Mail to: GDRHS Yearbook**  
c/o Jon Adams, Senior Ads  
703 Chicopee Row  
Groton, MA 01450

**Deadline for Purchase - October 30, 2015 / Questions? Email [jadams@gdrsd.org](mailto:jadams@gdrsd.org).**