

ARLINGTON HIGH SCHOOL PUBLICATIONS

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Parents, it's time to compose the congratulatory message to your senior who is out of high school in a few short months! Please **SAVE THIS FORM** and **SUBMIT** it with your photos, message, and payment to the Attendance Window before the deadline of **FRIDAY, OCTOBER 20, 2017**.

PHOTO SUBMISSION

1/4 Page Ad = Submit up to Six Photos and 100 words or less.

Please follow these instructions when submitting photos and prose (message):

1. **DO NOT CUT PHOTOS** in any way. (If you want something cropped out, please write us a note and let us take care of it.)
2. **Please put a sticker label on the back of EACH PHOTO with your student's FULL NAME.** We need BOTH first and last names and the number of photos (1 of 3, 2 of 3, for example).
3. **Please limit your words to 100 words or less** so we can make the ads similar in size to those surrounding yours.
4. **WE DO NOT TAKE DIGITAL FILES.** Please print your images and submit the hard copies with this paper and payment to the Attendance Window. ****THIS IS NEW FOR 2017-2018.**

*You may have your photos back when the yearbooks arrive. Please attach an appropriately sized **self-addressed stamped envelope** to this paper, and we will mail them to you in June.

AD SUBMISSION

Due Friday, October 20, 2017

Write your message here, or staple a separate piece of paper with your typed message onto this paper when you turn it in. Please include your email so we may send you a proof of the ad (by winter break) and ask questions if we have any.

1. **STUDENT NAME:**

2. **PARENT EMAIL:**

3. **MESSAGE:** _____
