

# ARCHIE HIGH SCHOOL YEARBOOK STAFF

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Dear Senior Parents,

The Archie High School Yearbook Staff would like to make you aware of some important yearbook information pertaining to the 2013 Senior Class. First, as you are probably aware, we need pictures of each graduate. We would actually prefer to receive one digital senior picture, which can be emailed by your photographer (or you) or can be brought in on CD. Pictures can be emailed to [lcecil@archie.k12.mo.us](mailto:lcecil@archie.k12.mo.us) or [kparker@archie.k12.mo.us](mailto:kparker@archie.k12.mo.us). Although we don't have specific requirements for the picture that is submitted, we do prefer a *vertical shot* and one that is either a *head shot or upper body* (as opposed to the entire body). These simply fit the allotted space better and create some sense of uniformity. If you have any questions, contact us by phone or email.

If you must submit print pictures, ***we need two.***

All senior photos are due by January 15, 2014. However, photos not turned in by the January due date may not be included in the yearbook, so please be aware of that possibility.

A special tradition at Archie is including a baby picture of each senior in the senior section. Baby pictures may be either color or black and white, but please try to submit a quality photo. Any creases, tears, etc. will show up in the final printing. ***Photos should be clearly labeled on the back with your child's name.*** While we will make every effort to protect your photos, accidents do happen. Please do not send any irreplaceable photos. We will return all submitted photos when we have finished with them. Baby photos can also be submitted digitally or print.

In addition, you will find enclosed an information sheet and order form for senior advertisements. **THESE HAVE AN EARLY DUE DATE SINCE WE NEED TO ALLOCATE SPACE: December 1, 2013.** Please consider purchasing an advertisement as a way to honor your senior and as financial support for the yearbook program since we do not sell ads to pay for additional yearbook pages.

If you have any questions after reviewing the enclosed information, please feel free to contact us. ***Remember the deadline for submitting senior advertisements is December 1, 2013 and senior photos is January 15, 2014.***

Thank you,

*Laura Beth Cecil & Kendra Parker*  
*Archie High School Yearbook Staff*

Senior advertisements can be purchased in the following sizes/price options:

- 1/8 page ~ \$35--text & up to 2 pictures
- 1/4 page ~ \$70--text & up to 3 pictures
- 1/2 page ~ \$140--text & up to 4 pictures
- Full page ~ \$280--text & up to 8 pictures