

# 2010 PHHS Yearbook – Parent “Ad” Space

Piedmont Hills High School

1377 Piedmont Road, San Jose, CA 95132

408.347.3800; email: pereirad@esuhsd.org

Attn: Mrs. Pereira, Yearbook Advisor - Room F-27

Straight from the heart and into the yearbook! Our staff is now offering the opportunity to “personalize” the yearbook in a very special way with a Recognition Ad. Space is available to tell your student how proud you are! Regardless of the occasion, your ad provides a great way to recognize a student or event in a special and unique way. You may also purchase space for a business advertisement - prices and guidelines are identical.

**Your ad will appear in color - Ads are available in the following sizes for the prices shown.**

- 1/8 page: \$75
- 1/4 page: \$125
- 1/2 page: \$200
- Full page: \$325

### Step-by-step instructions

1. Select ad size.
2. Sketch a suggested layout for the staff on a piece of paper making boxes with numbers for the locations you would like the photo(s) placed. In addition note where you would like text placed. We will attempt to meet your requested design but changes may be made to accommodate limitations.
3. Complete the Order Form below.
4. Provide photos for each space in the ad.
5. Write exact text for the ad on the Order Form or attach it on a separate sheet.
6. Provide payment.
7. Deliver or mail all of the materials to yearbook staff ASAP - Space is sold on a first come, first serve basis.

### Photo submission guidelines

- Do not cut, glue or tape photos.
- Care will be taken to return photos; however, copy prints should be submitted for irreplaceable photos. The school, yearbook staff, or the yearbook company do not accept responsibility for lost or damaged photos.
- Select vertical (tall) photos for vertical spaces and horizontal (wide) photos for horizontal spaces.
- Photos will be enlarged or reduced to fit the layout.
- Writing lightly in pencil, put your name, address and phone number on the back of each photo.
- Again, lightly in pencil, number the back of photos to match the numbers on your design.
- The yearbook staff reserves the right to reject photos or text or ask the customer to make changes to conform to the staff’s standards.

**Buy a Yearbook too - \$70**  
(Include with ad payment)

## Order Form

Complete this form and deliver to address noted above, include Photo(s), Ad Text and Check payable to PHHS.

### Size of Ad (Please Mark One)

- 1/8 page (4" x 2.5")
- 1/4 page (4" x 5.5")
- 1/2 page (8.5" x 5.5")
- Full page (8.5" x 11.25")

### Is this ad a surprise for the student:

Yes  No

Number of photos provided: \_\_\_\_  
You may also submit photos on a CD in JPEG format OR you can make the ad yourself and provide it as a .PDF file.

Student's Name \_\_\_\_\_

Parent/Purchaser's Name \_\_\_\_\_

Address/City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ email \_\_\_\_\_

*We highly recommend you provide an email address where we can email the proof for approval. If you do not provide an email then you will not have the opportunity to approve a draft and will have to accept the ad as the staff publishes it in the yearbook.*

Neatly print ad text below (You may submit on another sheet of paper):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Payment Submitted: \$ \_\_\_\_\_