

June 1, 2011

Parents and students of the class of 2012:

As this school year draws to a close, the Eagle yearbook staff is already making plans for next year. The following information regarding submission of senior portraits is very important, so please read it carefully! **Photographs that do not meet yearbook specifications will not be published.**

The deadline for submitting senior pictures is Wednesday, October 19, 2011. Portraits received after this date may not be published in the yearbook. Pictures should be turned in to the English Resource Center. The photos you submit will not be returned. Plan ahead; pictures should be taken by early September to give your photographer time to prepare your photo for the yearbook.

Students may choose their own photographer to shoot their senior portrait for the yearbook.

Please inform your photographer of the following criteria:

- Turn in **2 full color prints** of the **same pose**; we will not accept black and white photos.
- We **DO NOT** accept pictures submitted digitally, so **do not email your photo.**
- Pictures should be clearly labeled with your full name (first and last) written on the back with permanent marker (don't use a pen that will smear!).
- Pictures should be wallet sized (approximately 2 ½ x 3 ½ inches).
- Portraits should be **vertical head-and-shoulder shots**; we will not accept horizontal or full body photos.
- Head size should be between 1 and 1 ½ inches from the top of the head to the bottom of the chin.
- **No props, hats, or hands in photos.** No borders or special effects.
- Simple, neutral backgrounds look best in the yearbook.

We realize that the more formal, head-and-shoulders shot may not be your favorite pose or the one you choose to exchange with friends, but these guidelines will ensure consistency in the yearbook.

If you choose not to hire a photographer to take your senior portrait but you still want to appear in the yearbook, please have your photograph taken by Lifetouch at EPHS on the designated school photo days – August 15 from 1:00pm-6:00pm and August 16 from 7:30am-1:00pm. Look for more information from the school in the mail this summer. The yearbook staff will then get those pictures from Lifetouch to use in the book.

If you do not submit portraits or have your photo taken by Lifetouch, you will NOT be included in your senior yearbook!

Parents, I also want to let you know about an opportunity to leave a special message for your senior in his/her final high school yearbook. Purchase a **senior recognition ad**. This is an opportunity for you to commemorate the important achievements and milestones of your son or daughter's senior year. Your ad will include your chosen baby, childhood, or current photograph of your son or daughter, as well as the special personalized message you write for your senior to cherish forever. Check out the 2011 yearbook to see what the ads look like. The cost is \$30.00 for your very own 1/8 page personalized ad. Visit **JostensAdService.com** to purchase your ad, or pick up a paper order form at school in the fall. *****Ads will not be available for purchase until school begins.*****

Sincerely,

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