



ASSUMPTION HIGH SCHOOL

1020 W. Central Park Ave. Davenport, Iowa 52804 (563) 326-5313

December 4, 2018

Dear Assumption Senior Parents,

With your child's senior year well underway, it's time to start planning for their senior yearbook ad. Parent ads are personalized messages to graduating seniors that appear at the end of the yearbook. There is limited space available (first come, first serve), so we encourage you to submit your ad as soon as possible.

Sizes and costs are as follows:

1/8 page = \$20.00

1/4 page = \$50.00

1/2 page = \$100.00

Payment Process: Payments should be submitted online via www.assumptionhigh.org by clicking on the Parent Portal Login in the upper right-hand corner of the site. Then, under "Parents" select "Online Payments" and the "One-Time Payment" option. Then designate STUDENT NAME - YEARBOOK AD in the memo.

Those preferring to submit payment via check may do so in the Assumption Business Office. Please include STUDENT NAME - SENIOR YEARBOOK AD in the check memo.

If finances are a barrier to participation, please contact Liz Powers at liz.powers@assumptionhigh.org. Our goal is to see every family who desires an ad for a student to be able to participate.

Ad Submission Process: Please review the attached design templates (which are grouped by ad size). Ad submissions should be made no later than **Friday, March 1st**, via email to yearbookads@assumptionhigh.org.

Please note the following submission process:

- The subject of your email should be Student Last Name, Student First Name (Example: VanSeveren, Heather)
- The body of the email should be in the following format:
Ad Size:
Template #:
Text:
Payment submission/date:
- **Attach all photos (in digital form –.jpg and .tif files only)**

Confirmation: You will receive a confirmation email when all of your information and payment have been processed by our yearbook staff.

If you would like any assistance in this process, please contact Heather VanSeveren at heather.vanseveren@assumptionhigh.org.

Sincerely,
The Accolade Staff, Mrs. Heather VanSeveren (Advisor)