

Class of 2020

Senior Photo Guidelines & Early Purchase Incentive

Class of 2020,

Congratulations! The school year is almost over and your official title “senior” is just around the corner. With that said, there are several things to be thinking about over the summer, one of them being your senior photo. The Capital Dome yearbook needs your senior photograph. The senior section is one of the most important sections of the yearbook, and we want every senior’s photo in it. Seniors are encouraged to provide their own picture for this section. **Senior pictures must be turned in (digitally) to capitaldomeyearbook@gmail.com by Thursday, October 3, 2019.**

In order to meet the October 3 deadline, students will need to have their photo taken over the summer. Many photographers offer incentives for purchasing photos early. While we encourage you to explore your options during the photo session, there are a few things to consider when it comes time to submitting a yearbook photo.



- Photos must be submitted from the photographer in digital format by email to capitaldomeyearbook@gmail.com. The digital image must be no smaller than **4 x 6 inches and a resolution of 300 dpi**. Larger images are okay, as we will reduce to fit. *The photo must be a vertical, portrait pose (which means **one that is taller, not wider**).*
- They must be saved as Lastname Firstname. For example, Anna Smith would be Smith Anna.
- No special effects or filters (example converting the picture to a drawing or painting).
- *Scanned images from photographs will not be accepted due copyright infringement (photographers own the copy right on those photos so we need their permission to use them. By having them email the photo to us it gives us permission to use them, as they are releasing the digital image).*
- Photos must be professional looking; they may not be sexual in content (avoid poses that show cleavage, midriffs or have suggestive behavior), cannot contain images or symbols of drugs or improper language.
- Photos should be head shots or **a maximum of half your body** in the photo, but **NO full body shots will be used**. *****Any full body shots will be cropped.**
- Photos should **show the full face**—no side shots. We must be able to see who is in the picture.
- No props visible as the main image or taking up more than ¼ of the photo. YOU are the main focus.
- Dress should be **appropriate** attire: standard school dress is suggested--if dress is inappropriate, we have the right to Photoshop appropriate clothing onto you or not use your submitted photo.

Photos that do not adhere to these standards may be excluded from the yearbook. The student’s school photo will be substituted if the requirements are not met or if we do not receive a photo by the deadline

Senior ADS



Senior Ads
free name
stamp
deadline
September 20

Parents/guardians can place a personalized message with photo(s) and congratulations to graduating seniors by purchasing a “Senior Ad.” Ads are sold by space and range from \$60 (1/8 page) to \$350 (full page). The deadline for senior ads will be **Thursday, October 3**; **BUT if you turn in the ad and payment by Friday, September 20th, you will receive a free, one line name stamp (worth \$8.00!)**! This is on a first come, first serve basis.

There is a specific amount of pages available for senior ads, when those are filled, we can no longer accept ads. *If you purchase a yearbook online, include the name stamp and the cost will be reimbursed and mailed to the purchaser’s address through a school issued check after September 20th.*

*In order to reserve a space, a down payment **MUST** be made. A **non-refundable deposit of \$40 is required**. The remainder is due by **Thursday, January 23rd**.*



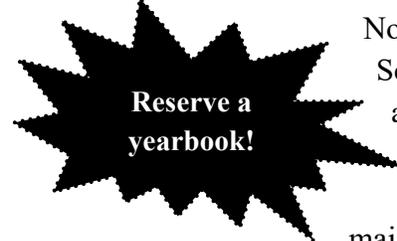
Senior Ad down
payment \$40



Price
increases
October 4

Buy Your Yearbook Now and SAVE!!!

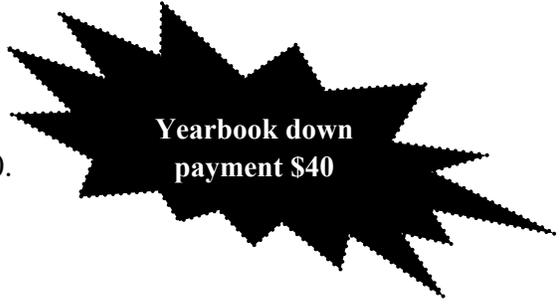
Buy a 2019-2020 yearbook before October 4 for \$70. After October 3, the price will permanently go up to a minimum of \$75. You can order online at www.yearbookforever.com or submit cash/check payments to Capital High School.



Reserve a
yearbook!

Not ready to purchase but you want a yearbook? We will mail you a reminder in September if you email capitaldomeyearbook@gmail.com stating you want to reserve a copy of the yearbook. We will mail you an order form in September with the options for the yearbook and to render payment. We place a hold for your student on their account until payment can be made. Please include your student’s name, mailing address, email, grade, and phone number when emailing.

Senior costs got you bogged down? Families can place a \$40 non-refundable down payment to hold a book for your student at the \$70 price before October 4th. The remainder of the cost is due in May 2020. This cannot be done online.



Yearbook down
payment \$40



Facebook “Bruno Dome” Instagram “capitaldomeyearbook”

We invite you to “friend” our Facebook at <http://www.facebook.com/capitalyearbook> and Instagram at

<https://www.instagram.com/capitaldomeyearbook/> We utilize these to share specials, give out reminders for senior ads, sales, and gather photos from students and parents to be used in the yearbook. If you would like to submit a photo for use in the yearbook, send us a message with the picture attached with the who, what, when, where, and why of what is taking place.