



**Congratulations** on your student becoming a senior at Capital High School! The *Capital Dome* is now accepting orders for color senior ads. These ads give you the opportunity to express your love, pride, and congratulations upon their high school graduation.

## Ads sizes and prices:

*(Price does not include the purchase of a yearbook):*

### Deadline: Friday, October 31<sup>st</sup>, 2025

Orders are due to [www.yearbookforever.com](http://www.yearbookforever.com) on October 31, 2025. If you cannot order online, individual times must be set up with Jamie Toivonen by emailing [jtoivonen@helenaschools.org](mailto:jtoivonen@helenaschools.org) or [capitaldomeyearbook@gmail.com](mailto:capitaldomeyearbook@gmail.com) prior to this deadline. No orders will be accepted without a meeting.

|                |          |
|----------------|----------|
| 1/2 Page ..... | \$220.00 |
| 1/4 Page.....  | \$120.00 |
| 1/8 Page.....  | \$ 60.00 |

### Ad Placement:

All ads are sold on a “first come, first served” basis. We will guarantee an ad for you if you meet the deadline.

## Designs, Guidelines & Ordering:

On the next page are the available ad layout sizing.  
*You may send text, and pictures at a later date to the above email.*

### Thank You!

We thank you for your patronage! If you have any questions, please e-mail or call Jamie Toivonen at (406) 324-2603.

# Guidelines & Instruction for ad submission

## Ad Submission Guidelines & Instructions

### Ad Size & Proofs:

Select your ad size during the ordering process. Proofs will be emailed to the address provided on your order form or online order by the end of December. **Please check your spam folder if you don't receive it. Ensure your primary email is listed correctly when placing your order.**

### Photos:

- Each ad allows a specific number of photos—refer to the ad size guidelines. Submitting extra photos may result in the yearbook staff selecting which to include.
- Label your preferred main photo as “Main.”
- Submit photos digitally via Walsworth or email (with a Google Drive, Dropbox link, etc.) to [capitaldomeyearbook@gmail.com](mailto:capitaldomeyearbook@gmail.com). Use the highest resolution available. Blurry photos will be rejected, and you will be contacted for replacements.
- If you need help scanning printed photos, contact us to schedule a time.
- We may crop, enlarge, or reduce photos as needed.
- We cannot accept photos that are cut, taped, glued, or part of a collage. All photos must follow school rules (no weapons, drug-related items, etc.).

### Text ("Copy"):

- Write or type your message and either attach it to the form or email it to [capitaldomeyearbook@gmail.com](mailto:capitaldomeyearbook@gmail.com) (preferred), using the student's name as the subject line.
- Your message will be printed exactly as submitted, so please check spelling and grammar.
- Keep text within the word count guidelines for your ad size; too much text results in small, hard-to-read print.

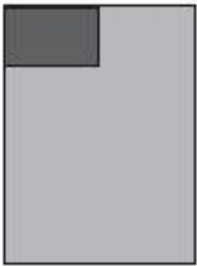
*The Capital Dome staff reserves the right to change or rearrange any ad which is not appropriate for the yearbook without notifying you. This includes but is not limited to the exclusion of photos and text.*

\*\*\*These are not what the ad will look like, these are to give you an idea of space for photos and text.

# EIGHTH PAGE AD

- *Approximate dimensions: 3-3/4" wide x 2-1/2" high*
- *Submit 1 photo*
- *Maximum of 25 words*

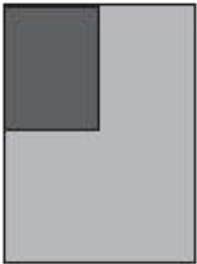
1/8 page \$60



# QUARTER PAGE AD

- *Approximate dimensions: 3-3/4" wide x 5-1/4" high*
- *Submit 1-3 images (more can be used, but will be very small)*
- *Label or mark the photo you would like as the MAIN photo*
- *Maximum of 60 words*

1/4 page \$120



# HALF PAGE AD

- *Approximate dimensions: 7-1/2" wide x 5-1/4" high*
- *Submit 1-6 images (may contain more, but know photos will be much smaller)*
- *Label or mark the photo you would like as the MAIN photo*
- *Maximum of 80 words*

1/2 page \$220



Words/text to be included in your ad (COPY):

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