

Graduation Ceremony Messages
Order Form

To have a message displayed on the scoreboard before and after graduation ceremonies please respond by 5/10/17 and provide the following:

- This order form completed
- Photo (on a CD or Jump Drive) for display – **Must be on a CD or Jump Drive**
- Text for display
- \$30.00 (make checks payable to Crestview High School)

Return order form and materials **in an envelope** to Mrs. Kennedy in Room 348, Mrs. Robinson in Room 104, or to the main office.

Photo and Message Requirements:

We prefer digital photos submitted on a CD. These should be in JPEG format with a minimum resolution of **128x224 res. Make sure that the photo is a close-up of your student, so that his/her face is clear on the scoreboard.**

If you submit an actual photo:

- Writing lightly in pencil, put your name, address and phone number on the back of the photo.
- The school does not accept responsibility for lost or damaged photos. You may scan photos to give us, but please submit the digital image rather than the scanned photo due to quality issues.

Photos can be picked up any time after 5/26/17 from the main office.

If submitting a digital photo on CD, please include on the CD a word document for your text. If submitting a paper photo, your text message should be clearly written or typed on a separate sheet of paper.

Messages should be 10 words or less

Ads will display a photo and message.

** The school reserves the right to reject photos or text, or ask the customer to make changes to conform to school standards. Please do not include pictures that contain even partial nudity, even if the student was a small child at the time.

Customer Information:

Student Name: _____

Purchaser's Name: _____

Daytime Phone: _____ Cell Phone: _____

Is this ad a surprise for the student? Yes: _____ No: _____

Deadline:

Wednesday, May 10, 2017

***In the event of rain, NO REFUNDS will be provided. The purchaser assumes the risk of not having their message displayed due to a graduation location change.**