

**SENIOR YEARBOOK-RELATED INFORMATION**

*(Senior Pictures, Baby Ads, and how to order a yearbook)*

**BABY ADS**

Dear Parents and/or Guardians of Seniors:

The Kaposia Yearbook is once again selling “Baby Ads” for those parents who wish to have their son or daughter’s baby picture and favorite senior picture in the book, along with a note of congratulations.

The cost of the ad is \$40.00. The sales of the ads are going to the improvement of our book. By purchasing an ad, you are showing support for the yearbook and letting your son/daughter know how proud you are of their success.

Please send a picture of your child in their infant or toddler years, and your favorite senior picture of them along with your own personal message to:

South St. Paul High School  
Attn: Yearbook Baby Ads  
700 North 2nd Street  
South St Paul, MN 55075

- You can also email .jpeg formats to [srohrich@sspps.org](mailto:srohrich@sspps.org).
- Please make checks payable to South St. Paul High School.

Pictures are due by **Friday, January 1, 2021**. An additional charge of **\$20.00** must be sent with all late pictures. You may pick up your photos after Friday, March 12, 2021 in Room A273. After that date the pictures will be discarded.

Please fill in the information below and send along with the payment and photo.

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*Please print or attach typed page*

Your Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Email \_\_\_\_\_

Name of Senior (How you would like it to read for the ads): \_\_\_\_\_

**Message:** Please limit message to 200 characters (not words) (including letters, spaces, punctuation, and closing). PRINT CLEARLY. Any more than 200 characters will be edited.

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I understand my photo submitted WILL NOT be returned to me. It must be picked up in Room A273.

\_\_\_\_\_  
(Signature of Parent/Guardian)

## ORDERING YOUR KAPOSIA YEARBOOK

*Instructions for ordering your Yearbook are as follows:*

### ONLINE ORDERS:

- a) Go to <https://www.balfour.com/student-info?smi=39515>
- b) Fill in your order contact information and select the package option you would like. (You can choose anything ranging from the yearbook only - which is \$60 - to more detailed personalization packages).
- c) Submit your order by finishing their online process.

### PHONE ORDERS:

Call [1-800-225-3687](tel:1-800-225-3687) to place your order via phone.

Yearbooks will be distributed in spring towards the end of school and must be picked up by you or your student in person.

## SENIOR PICTURE REQUIREMENTS

If you have any additional questions, please contact Steven Rohrich, yearbook adviser, via email [srohrich@sspps.org](mailto:srohrich@sspps.org).

### Senior Photo image requirements:

- Photos must be in color, vertical, 300 dpi, and wallet sized or larger (3.5"x2.5" or 320 pixels x 240 pixels minimum).
- Names of studios, students, etc. may not be printed on the front of the photo.
- Picture must be a portrait shot (chest up). We cannot accept full body, half body, close ups of face and head; no hats, props, or distracting backgrounds.
- Photos should be taken indoors if possible and cannot have distracting backgrounds. The focus should be on the student's face.

All photos MUST be delivered, no later than **Friday, December 11, 2020**, to Mr. Rohrich in Room A273 or via email [srohrich@sspps.org](mailto:srohrich@sspps.org). Photographers may email photos directly if desired. **An additional charge of \$10.00 must be sent with all late pictures.** The absolute last day will be Friday, December 18, 2020 to turn in late senior photos. If they are not received, then the seniors LifeTouch photo will be used.

*Note:* If you are unsure where to get your photos taken, Dan Grevas is the contract photographer for the South Saint Paul yearbook and offers a variety of photography services for seniors. You can contact him using the information listed below:

Dan Grevas Photography Inc.  
1100 Concord Street South  
South St. Paul, MN 55075  
(651) 451-0402  
[grevasphoto@comcast.net](mailto:grevasphoto@comcast.net)

Thank you!

Kaposia Yearbook Staff  
Mr. Steven Rohrich, Yearbook Advisor