

Class of 2012 Senior Checklist

MUST SUBMIT BY 10/30/2011

Senior Picture

e-mail (minimum 420 dpi) photo to: aandreas@maine.rr.com or drop off hard copy at main office PHS If you do not have a photo contact Alison at aandreas@maine.rr.com

Senior Write-Up

TYPE what you would like to appear next to your Senior Photo in the yearbook. Write-ups should be submitted via e-mail to : dokelly1@maine.rr.com (a hard copy can be printed and turned into the main office at Portland High School if you do not have access to e-mail). The text cannot exceed 400 characters INCLUDING SPACES and PUNCTUATION! Write-ups longer than 400 characters will be edited by the yearbook staff. Content not deemed appropriate will not be printed in the yearbook. If you submit nothing there will be a blank space next to your senior portrait

INCLUDE EXACTLY *how your name should appear in yearbook*

(Name does not count towards your 400 maximum characters)

VIP Picture – Very Involved People

This section is for club/activity officers and sport captains. If we do not receive a different photo we will use your senior picture. Please e-mail (minimum 420 dpi) a photo to: aandreas@maine.rr.com or drop off a copy in the main office at PHS

The following photos can be scanned and e-mailed or they can be put in an envelope (marked "YEARBOOK") and dropped off at the main office at PHS. Please make sure they are labeled so that we can return them to you after scanning.

Baby Picture

First Day of School Picture

(First day of Kindergarten or Class photo from Kindergarten)

"Then" Photo

(picture of you in elementary, middle, or early high school with some of your PHS senior classmates)

"Now" Photo

(a current candid photo of you with some of your PHS senior classmates)

Have you ordered your yearbook?

Go to : www.jostens.com If you do not have a credit card or need a payment plan....please call Alison 831-3161 or Diane 797-9934 or complete this and return to main office:

YOUR NAME: _____ **Tel:** _____

e-mail address: _____ **PRINT CLEARLY!**

Please order 1 yearbook for me. Turn this slip into office by 09/30/2011 for price of \$52.95