



Planning for Senior Portraits

Jackson-Milton High School
13910 Mahoning Avenue
North Jackson, OH 44451

Dear Parent or Guardian:

The following information is in regard to your student's **senior picture** for the Jackson-Milton High School Yearbook. The picture submitted must meet the following criteria:

- **COLOR** or artistic black and white are both options to submit
- **Original Digital File preferred OR a Wallet size with square corners (2 ½" x 3 ½")**
- **Head/shoulder shot or from the waist in a vertical pose**
(no hands on the face as they can often blur when scanned or book is printed)
- **Avoid excessively large props (i.e. animals, cars, trophies, etc.) as they will dominate your photo and your face will be secondary**
- **School appropriate attire required (follow student dress code guidelines)**

It usually takes **10 to 12 weeks** to get pictures taken, processed, and delivered to us. Please have the pictures taken in plenty of time so that the Yearbook Staff receives the picture by the **DEADLINE OF January 29**. We reserve the right to reject pictures that do not conform to our criteria. If you would like to email a proof to confirm it will adhere to the guidelines, please do so at:
rochelle.morelli@jmlocal.com

If the deadline is not met, we cannot guarantee the picture will appear in the Yearbook. Please make arrangements in advance to have your placement reserved if pictures will not be in by this deadline.

YOU CAN SHOW THIS LETTER TO YOUR PHOTOGRAPHER AT THE TIME OF YOUR SITTING

Thank you for your cooperation in this matter. Our priority is preserving your child's memories in the best way possible. We know that there are creative photographers doing wonderful work, but for the best senior portrait outcome in a printed yearbook, simple is better.

Sincerely,

THE JACKSON-MILTON YEARBOOK STAFF
Mrs. Rochelle Morelli, Advisor

Samples of acceptable photos

