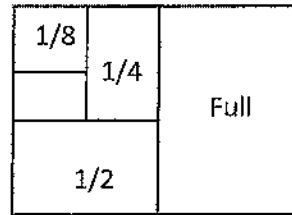


QOHS 2015 YEARBOOK SALUTATIONS

Personal salutations are a great way to express love, admiration, friendship, and congratulations to sons, daughters, relatives, friends and teammates.

Salutation sizes are 1/8 of a page, 1/4 of a page, half a page, or a full page. Prices and available sizes are as follows:

Size	Maximum # of Photos	Price
1/8 page	2	\$70
1/4 page	3	\$125
1/2 page	6	\$200
Full page	Up to 10	\$300



*****Salutations, forms, and checks must be submitted by Friday, March 6.*****

Please send this completed form, photos, message, any special instructions, and payment to: QOHS Yearbook, 15800 Quince Orchard Road, Gaithersburg, MD 20878, or deliver everything to the yearbook office in Room 241.

For your convenience, please submit your digital photos to trackyearbook@gmail.com. Please include your child's name, message, number of photos being submitted and your contact information. Payment, along with this completed form, will need to be sent separately to the yearbook office at school.

Please contact the yearbook adviser or salutation editors Maddie Arata or Brooke Saffer for further information. Call the yearbook office at 301-840-4795 or the school's main office at 301-840-4686 for additional information.

Please understand that it is the yearbook staff's intention to produce a book that will bring enjoyment and pleasure to our readers. **The yearbook staff reserves the right to edit or reject text or photos that do not meet our layout and design restrictions, or that we deem to be inappropriate or lacking in the standards/quality that we strive to maintain for our publication.**

Please use the following guidelines when writing your message or choosing your photos:

1. **Digital photos are PREFERRED**, but hard copies will also be accepted.
2. Do not use abbreviations, nonsense words, initials, or coded messages. If you purposefully misspell a word, please let us know that you want the misspelling or we will correct the error. **WE WILL NOT ACCEPT ANY CODED MESSAGES.**
3. Do not send embarrassing photos (*please, no naked baby photos*).
4. **DO NOT CUT OR CROP PHOTOS.** The yearbook staff will do all cropping.
5. Submit high-quality, high-resolution photos. We cannot make a bad photo good.
6. We do NOT accept collage photo arrangements or pre-designed layouts.
7. We cannot guarantee that photos will be returned. Do not send photos that are irreplaceable.
8. Maximum photos per page: full page—10 photos; half page—6 photos; quarter page—3 photos; eighth page—2 photos
9. **If you want us to return your photos, please include a self-addressed, stamped envelope.**

2015 Salutation Submission Form

Student's name (if group include all names) _____

Person submitting salutation _____ Phone # _____ E-mail _____

Size of salutation: (circle one) **1/8** **1/4** **1/2** **Full**

of photos being submitted (*hard copy, or CD*) _____ # of digital photos submitted by e-mail _____

Check one: _____ Message/text attached to this form. **OR** _____ Message/text sent via email.

Salutation price \$ _____ (NO CASH PLEASE). Please attach your check made out to QOHS. Include your student's name.

I authorize the QOHS yearbook staff to reproduce the included photos of (student's name) _____ in a salutation for the 2015 Tracks. I understand that it may not be possible to have the submitted photos returned to me. I also understand that the yearbook staff reserves the right to edit or reject any salutation or photo that conflict with design specifications or that are determined to be inappropriate or lacking in the standards and quality which the staff strives to maintain for the yearbook publication.

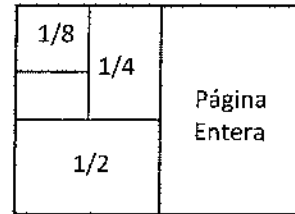
_____ (submitter's signature)

ORDEN PARA DEDICATORIAS PERSONALES EN EL ANUARIO DEL 2015

Dedicatorias personales son una maravillosa manera de expresarle cariño, admiración, amistad, y felicitaciones a sus hijos, familiares, amigos, y compañeros de equipos atléticos o académicos.

Las dedicatorias se pueden comprar en varios tamaños: 1/8 de página, 1/4 de página, mitad de página, o de página entera. Los precios y tamaños son los siguientes:

Tamaño	No. de fotos máximo	Precio
1/8 página	2	\$70
1/4 página	3	\$125
1/2 página	6	\$200
Página entera	Hasta 10	\$300



*****Ordenes, dedicatorias y cheques deben ser entregados a mas tardar el viernes 6 de marzo del 2015.*****

Favor de mandar este formulario completo, fotos, su dedicatoria e instrucciones especiales si las son necesarias, y la forma de pago a: QOHS Yearbook, 15800 Quince Orchard Road, Gaithersburg, MD 20878, o deposite todos los materiales en la oficina de yearbook en el aula 241 de la escuela.

Si es mas conveniente, favor de enviar sus fotos digitales por correo electrónico a trackyearbook@gmail.com. Favor de incluir el nombre de su hijo(a), su dedicatoria, el número de fotos que manda, y su número de teléfono. Si envía sus materiales electrónicamente, necesitará enviar su forma de pago, acompañado por este formulario, a la oficina de yearbook en la escuela.

Si tiene alguna pregunta o desea mas información, favor de llamar a Maddie Arata o Brooke Saffer al 301-840-4795.

Pedimos que comprendan que la intención del personal estudiantil de esta publicación es producir un libro anual que disfrutarán todos los lectores. *El personal estudiantil reserva el derecho de corregir o de rechazar dedicatorias o fotografías que no cumplan con nuestro plan ni con nuestras restricciones de diseño. Tampoco aceptaremos material que consideramos inapropiado o que carece del nivel de calidad que procuramos lograr y mantener con nuestra publicación.*

Favor de seguir las siguientes instrucciones al preparar sus dedicatorias y al seleccionar su fotografías:

10. **PREFERIMOS recibir fotos digitales**, pero también aceptamos fotos impresas.
11. No use abreviaturas, disparates, iniciales, o mensajes en clave. **NO ACEPTAREMOS NINGÚN MENSAJE EN CLAVE.**
12. No envíe fotos embarazosas (*ninguna foto de bebé desnudo, por favor*).
13. **NO RECORTE NINGUNA FOTO.** Nuestro personal estará a cargo de recortar cualquier foto cuando sea necesario.
14. Envíe fotos de alta calidad y de alta definición. No podemos convertir una foto de mala calidad a buena calidad.
15. No aceptamos fotos en collage o fotos organizadas en diseños que no sean los nuestros.
16. No podemos garantizar que le regresaremos sus fotos. No envíe fotos que son irremplazables.
17. Número de fotos máximo por dedicatoria: página entera—10 fotos; media página—6 fotos; cuarto de página—3 fotos; octavo de página—2 fotos
18. Si desea que le regresemos su fotos, favor de incluir un sobre con su dirección y estampilla.

Orden Para Dedicatorias Personales en el Anuario del 2015

Nombre del alumno(a) (si es grupo, incluya todos nombres) _____

Persona quien ordena dedicatoria _____ Tel. _____ E-mail _____

Tamaño de dedicatoria: (escoja un tamaño con un círculo) 1/8 1/4 1/2 **Página Entera**

Número de fotos adjuntas (*fotos impresas o CD*) _____ Número de fotos digitales enviadas por e-mail _____

Escoja uno: _____ Dedicatoria está adjunta a este formulario. Ó _____ Dedicatoria fue/será enviada por e-mail.

Precio de dedicatoria \$ _____ (NO ENVIE EFECTIVO). Extienda un cheque a favor de QOHS e incluya el nombre de su hijo(a).

Autotizo que el personal del anuario de QOHS reproduzca las fotos de (nombre del alumno) _____ en una dedicatoria de la edición del 2015. Entiendo que talvez no sea posible que me regresen las fotos que envié. También entiendo que el personal estudiantil reserva el derecho de corregir o de rechazar dedicatorias o fotografías que no cumplan con nuestro plan ni con nuestras restricciones de diseño. Tampoco aceptaremos material que consideramos inapropiado or que carece del nivel de calidad que procuramos lograr y mantener con nuestra publicación.

_____ (firma del enviador)

QOHS 2015 Yearbook Business Advertisement

Business advertisements are welcome, needed and greatly appreciated. We hope that your business will place an ad in the 2015 yearbook and help support the school and staff in the production of Quince Orchard's yearbook *Tracks*. Your support is essential for us if we are to continue to produce a quality product that meets the demands and expectations of our students and community.

What are the benefits of placing an ad?

- Your business will have exposure not only to high school students, but also their parents, grandparents, neighbors, aunts, uncles, friends, faculty, etc.
- Your business will receive a tax deduction for your contribution.
- Your business will be recognized as one that supports the QOHS community, school, and students who support your business.

ADVERTISING RATES

Available Sizes	Price
Full Page (8.167" x 10.33")	\$325
Half page (8.167" x 5.083")	\$250
Quarter page (8.167 x 2.458" or 4" x 2.458")	\$175
Eighth page (4" x 2.458" - business card)	\$125

Yes I am interested in placing an advertisement in the 2015 *Tracks*. Please have a *Tracks* editor call me to discuss my advertisement and answer my questions:

Name: _____ Business: _____
Phone: _____ Best time to call: _____
Address: _____

Please send to: *Tracks* Yearbook
Quince Orchard High School
15800 Quince Orchard Rd.
Gaithersburg, MD 20878

For additional information call the yearbook staff or the adviser at 301-840-4795.

2015 Tracks

Reserve Your Copy Today!

Reserve your copy of the 2015 *Tracks* by placing your order today! Books cost **\$70 UNTIL JANUARY 1, 2015**, and **\$80** if ordered **AFTER JANUARY 1, 2015**. Don't miss your opportunity to reserve a copy of the 27th edition of *Tracks*!

For your convenience, you may place your order from the QOHS webpage.

For students who wish to place their orders at school, please bring a completed order form and check (payable to QOHS) to the yearbook office, Room 241 or send order forms and checks to:

Tracks Yearbook
Quince Orchard High School
15800 Quince Orchard Road
Gaithersburg, MD 20878

2015 Tracks Order Form

Use this form **ONLY** for orders sent directly to QOHS.

Student's name _____ School ID # _____

Student's Grade: 9th 10th 11th 12th

*****UNTIL JANUARY 1, 2015*****

Please reserve # _____ copy (copies) at \$70* (each) _____ quantity X \$70 = \$ _____

*****AFTER JANUARY 1, 2015*****

Please reserve # _____ copy (copies) at \$80* (each) _____ quantity X \$80 = \$ _____

Check or money order payable to QOHS included for \$ _____

***Please indicate student's name on memo section of check!**

If you have questions, please contact the yearbook adviser
in the yearbook office at 301-840-4795.

QOHS 2015 Yearbook

Tracks Patrons

Being a patron of the QOHS yearbook is the perfect way to show your support and interest in our students, school, and community. Your name will be proudly displayed on our patrons' page in the 2015 *Tracks*.

For just \$15, you can become a patron and show your support for the student community of Quince Orchard High School, and your donation is tax deductible! Your generosity helps the yearbook staff defray publication expenses. Please, help the yearbook staff continue their tradition of producing an award-winning publication! Thank you for your support and patronage! We couldn't do it without you!

2015 Tracks Patron

Name _____

Address _____

Phone # _____ Check amount \$ _____

Mail your donation to: *Tracks Yearbook*
Quince Orchard High School
15800 Quince Orchard Rd.
Gaithersburg, MD 20878

Thank you for your support!