

Dear Photographers,

Photo Deadline: **by the end of the school day**, January 17th. This letter will also be posted on the Benzie Central webpage (benziecentralschools.net)

To guarantee that our publishing standards are met so that we can efficiently produce the 2019-20 Benzie yearbook, and to best feature your professional-quality work, we ask your help in maintaining our photographic specifications

Please ensure your student client selects a yearbook senior photo that meets spec and school dress code. In the event that photos do not meet deadline or specification, school ID photos will be used.

Technical Specifications:

- Each photo file should be saved as: Studentlastname_firstname.JPEG
- Digital photos must be submitted as 300 DPI JPEG
- Please, no scanned photos or hardcopy photos
-

Aesthetic Specifications:

- Color photos only
- Photo size: Wallet only
- No studio or student name on front of photo will be accepted
- Crisp focus; no blurred photos
- Backgrounds: No white or light colored or blurred backgrounds. No cut-out borders
- Both eyes must be visible
- Students must follow the dress code as it is stated by the school (tasteful hats accepted, no exposed cleavage, no guns). No inappropriate logos/designs on shirts.

SUBMIT PHOTOS TO: benziemultimedia@gmail.com

We thank you for your continued support of our seniors and our publishing programs. Your help will help us to best showcase your work and produce the quality books that our entire community looks forward to sharing.

Sincerely,

Matt Olson (Advisor)

olsonm@benzieschools.net

231-882-4497 ext 2240