

# Senior Picture Information Sheet

## Belleville East High School Yearbook

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*Seniors are responsible for having their yearbook pictures taken at an authorized studio in the area. Please read this information carefully and make arrangements for your pictures ASAP.*

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A senior picture for the Belleville East Yearbook must be a standard portrait consistent with the following guidelines:

1. In order to place a special senior portrait in the yearbook, the photograph must be taken at one of the participating studios listed on the back of this notice. **We will accept senior pictures ONLY from these authorized studios.** You may have other portraits for your student taken at the studio of your choice, but yearbook photos must come from a contracted studio.
2. Because it often takes three to four weeks to process and prepare photographs, **we strongly encourage October 1, 2024 as a deadline** for completed studio appointments. **If we do not receive the senior picture and insertion fee in our office by October 25, 2024, we will not publish the picture in the yearbook.** Scheduling senior portrait sessions in the summer is recommended because it often avoids schedule conflicts once school begins in mid-August. If a summer appointment is not possible, **please** schedule your appointment with the October 1<sup>st</sup> suggested deadline in mind. Do not wait until the deadline to schedule an appointment as the time factors involved could easily prohibit your senior picture from appearing in the yearbook.
3. An insertion fee of \$19.00 is charged for the photo. This charge pays for the space your larger, color picture will occupy in the yearbook. The studio will incorporate the fee into your photo costs and will forward this fee to the yearbook with your senior picture. If you choose to purchase additional photographs from the studio, prices will vary depending on the photographer you select. Price lists are available from studios before appointments.

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**\*\*\*Each studio must offer a “Yearbook Only” package for \$50. This fee pays for the studio’s costs and the insertion fee for the yearbook. This photo is sent electronically to the yearbook.**

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4. The photograph you select for the yearbook must be appropriate and meet traditional school dress standards. Clothing does not have to conform to the Dress Code Policy. Neither hats, nor any clothing advertising alcohol or tobacco, or any business (e.g., taverns) whose main product is those items can be work in the yearbook photo. No spaghetti strap attire, short dresses, or shorts can be allowed. **No cleavage or stomach may show. No strapless or skinny strap tops may be worn. Photos deemed unacceptable for a high school publication will not be printed. If the picture does not fit the requirements, it will not be accepted.** Please understand that even though we want your picture to reflect your personality, it must be appropriate for school publication.
5. All pictures must be vertical. Do not choose soft focus photos because they do not print well and are not acceptable for yearbook publication. Whatever photograph you select for the yearbook, the head size cannot be more than one inch from the bottom of the chin to the top of the head.
6. The Yearbook reserves the right to reject any senior picture that does not conform to the specifications.
7. There will be a “Last Chance Senior Photo Day” in September. More information to come in August.
8. Please contact Ms. Felton, the yearbook advisor, for additional information or with questions at [afelton@bths201.org](mailto:afelton@bths201.org). **Also, please contact Ms. Felton if one of the contracted studios is not offering the “yearbook only” package from May-October in regards to yearbook senior photography.**

**The Bottom Line: Please select your photographer from the contracted list and have your yearbook picture taken. The photographer will send us the picture and fee. We will publish the picture. Yearbook club looks forward to honoring your Belleville East senior!**

**PLEASE SAVE THIS INFORMATION!**

**Belleville East Yearbook  
Authorized Photographers**

**The Yearbook will accept senior pictures ONLY from one of these studios.** Portraits may be taken by any studio you desire as long as the picture you submit for the yearbook comes from an authorized photographer. Please make your appointment before October 1st, 2024. If your picture misses the deadline, it will not be in the yearbook.

**\*PLEASE REMEMBER\***

All senior photos will be posted on the school campus for the students to review. This will be done at the end of first semester. It is the responsibility of the student to make sure the photographer sent in their photo, that it is the photo that they chose, and that their name is spelled correctly. If the student fails to do this, it could result in their photo not being in the yearbook.

<i>Amy Gould Photography</i> 319-333-2933	<i>JoMonique Photography</i> 618-593-1148	<i>Penney Lane Photography</i> 314-807-1904
<i>Bridgette Kelly Photography</i> 618-980-5215	<i>Kim Mumford Photography</i> 618-530-7920	<i>Robyn Christopher Photography</i> 618-593-9140
<i>Doug Howell Photography</i> 618-954-9250	<i>Kristina Cipolla Photography</i> 618-531-3440	<i>Sal Cincotta Photography</i> 800-851-0520
<i>Elements of You Photography</i> 618-698-2897	<i>Loving Moments Photography</i> 618-795-6784	<i>Sugarfoot Photography</i> 314-474-8368
<i>Gary Luttrell Photography</i> 618-277-3686	<i>Larissa Photography</i> 618-355-9164	<i>Sunniday Images</i> 618-791-1129
<i>IDex Photography &amp; Multimedia</i> 618-407-3288	<i>Memory Making Studios</i> 618-401-2266	<i>Two Hardts Photography</i> 618-558-3881
<i>J-Lynn Photography</i> 618-541-0493	<i>Michelle Swierczek Photography</i> 618-550-3621	<i>Unforgettable Photography by Anna</i> 618-523-9919