

October 29, 2018

Dear Parents,

It is now time to start ordering the 2018/2019 yearbooks. There are two ways you can order your child's yearbook.

You may order online at <http://yblive.net>. Once on the website, click on "Shop Online". There are drop down menus for state, city, and then a choice of two yearbooks (University School Elementary/ Middle or University High School). Once selecting the yearbook you wish to purchase you may click order. You will then be prompted to create an account for the publisher, and once the account is created, you will be able to complete your order.

The price for ordering online is \$42.00 for a high school yearbook and \$29.40 for an elementary/ middle school yearbook. The cost online includes a nominal ordering fee. This does not include personalization.

The second way you can order is to complete the attached yearbook order form and return the completed form with a check made out to University School to either your child's teacher or to me. Please make sure the form is completed.

The price for ordering through the school (and not online) is \$40 for a high school yearbook and \$28 for an elementary/middle school yearbook. This does not include personalization.

If you wish to personalize the yearbook with your child's name on the cover there will be a fee of \$2.65 for up to two lines. The total cost for ordering a yearbook online with a name on cover is \$32.05 for elementary/ middle school yearbook and \$44.65 for high school yearbook. The total cost for ordering the yearbooks through the school with a name on the cover is \$30.65 for elementary/ middle school yearbooks and \$42.65 for high school yearbooks.

The deadline to order is April 19, 2019

In addition, we are looking for any pictures of vacations, outing, ballgames, or activities that your child has participated in this school year.

If you would not mind sharing pictures, please send them to school with your child, or email them to me at hammondse@etsu.edu. Please make sure each person in the picture is identified.

We need the pictures as soon as possible to give us plenty of time to work on the pages. I will scan the pictures and return as soon as possible.

Thank you for your help,

Evelyn Hammonds

Yearbook Adviser

Order Form for Yearbooks

Child's Name:

Parent's Name:

Contact Information

Phone Number:

Email:

Yearbook Wanting To Purchase:

Elementary/ Middle School (\$28 without name; \$30.65 with name)

High School (\$40 without name; \$42.65 with name)

Do you want to personalize? Yes or No

If yes, include child's name as you would like it to appear.

Make checks payable to University School.

Return order form and check to your child's teacher or to Mrs. Hammonds (Room 302B).

Order deadline: April 19, 2018