

CARRIE E. TOMPKINS ELEMENTARY SCHOOL

CET MEMORY BOOK INFORMATION

February 25, 2019

Dear CET Families,

We are beginning to plan for our 2018-2019 CET Memory Book. In the past, we have been able to fund the cost of the Memory Book through parent and business ads, and the generosity of the PTA. We are extremely fortunate to be able to give this book as a free gift to all CET students. In order to continue doing so, we are asking your help in purchasing an ad. Ads come in two sizes: a 1/5 of a column for \$25 and a 1/4 page for \$35. Please note that we are unable to accept any parent or business ads with photos (including digitized photos), however, business cards may be used.

Attached to this sheet is an ad contract. If you would like to take an ad, please completely fill out the contract and return it to CET (Att: Jean Flandreau). Our deadline is April 12. We thank you in advance for your support.

Sincerely,

Jean Flandreau

Kara Shilling

Memory Book Advisors

Important Things to Remember:

- ♥ We are unable to accept photos.
- ♥ Check or money order should be made out to **CET Memory Book**. We are not allowed to accept cash.
- ♥ Send ad contract and payment to Jean Flandreau in the Main Office by **April 15th**
- ♥ Margins are extremely important; **any** writing or artwork that goes over the margins will be cut off by the printer.
- ♥ You can type your ad or we can type your ad. Any handwritten ad sent in will be typed unless we are instructed **NOT** to type it.
- ♥ All ads must be typed or printed in dark black ink.
- ♥ Ads incorrectly attached to form will not appear straight in the book. Do not tape ads.

