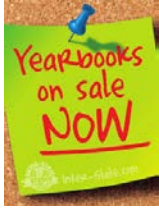


Plank Yearbook Order Form



Online Sales ONLY



Round 1 - Best Price

Cost: \$25.00 Due before: December 15, 2016

(After December 16 - cost is \$30. Final order date is January 15, 2017.)

Online Sales Only: see below

- When ordering your yearbook online there is a \$1.00 processing fee.
- Do NOT wait to make your purchase; we sold out completely last year!
- All yearbook sales end **January 15th**.

Ordering Online Instructions.



Step 1: Go to <http://shop.balfour.com/smi128404>

Step 2: Type in your school name on the line. Plank Junior High

Step 3: Scroll down and click on the "Yearbook" icon. Select the quantity being ordered.

Step 4: Fill out your information, including each student's full name, their 2nd semester homeroom teacher, etc.

Step 5: Proceed to checkout to pay.

Step 6: Print out a copy of your receipt to keep for your records.

Note: It is very important that if you are ordering for more than one child, that you enter information for EACH student. Also, you have the option to personalize your yearbook with your name on the cover for an additional fee.

→ Any questions, please email Ms. Thill, dthill@sd308.org