



Routt Senior Picture Submission Requirements

All Seniors are asked to submit their Senior Photographs, and additional photos to be used in various materials like the RCHS Yearbook and Senior Night Programs. It is important that these pictures are submitted properly to ensure high quality and their safe return.

Please use the following submission requirements:

- Three (3) photos should be submitted: Formal Senior Picture (Studio), Casual Senior Picture and a baby photograph.
- Senior photos should be submitted by the photographer using the following methods:
 - a. *By E-mail:* Send minimum 300 dpi photographs, no smaller than 3" x 5" to afox@routtcatholic.com, photographer should provide name and contact information
 - b. *On CD:* Send minimum 300 dpi photographs, no smaller than 3" x 5" to RCHS, 500 E. College Ave, Jacksonville, IL 62650, ATTN: Mrs. Fox or drop off at RCHS Office, photographer should provide name and contact information
 - c. *Originals:* Enclose originals in a manila envelope, writing student name and the photographers name and contact information
- Baby photos should be submitted using the method for original photos described above.

SUBMIT ALL PHOTOS BY NOVEMBER 1st TO GUARANTEE INCLUSION!

Questions? Contact Mrs. Fox at afox@routtcatholic.com or by calling 243-8563.