

GRAND CHAPTER OF WASHINGTON
YEAR BOOK

2008-2009 Yearbook AD ORDER FORM

RECEIVED: _____
DEPOSITED: _____
CHECK: _____

NAME/CHAPTER: _____

ADDRESS: _____

PHONE: _____

1/8 page (3.25"w x 2.25"h): \$20 _____ 1/4 page (3.25"w x 4.5"h): \$30 _____
half page(6.5"w x 4.5"h): \$50 _____ full page (6.5"w x 9"h): \$ 100 _____

Chocolate Morsels: 160 Characters incl. Spaces & Punctuation \$3.50

Please include any Chocolate Morsels on the back of this form.

All add sizes are approximate.

PLEASE USE A SEPARATE ORDER SHEET FOR EACH ORDER.

Total Amount Enclosed: _____

Email sent to Committee Chairman on: _____ 2009

Please attach a copy of the Ad that you send via email. From email address: _____

Check One: Entry Attached _____ or Design as written below: _____

Sales Person _____ Chapter _____

CHECK OR MONEY ORDER MUST ACCOMPANY ORDER

*****Make Checks payable to Grand Chapter of WA OES*****

Do NOT Send Order or Money to the Grand Chapter Office

Please Mail orders and money to:

Alice & Betty Hughes
6222 N Cannon
Spokane, WA 99205
(509) 328-0513

Email: estartwins@comcast.net

DEADLINE: April 15, 2009

Help for your Ad!

- 1 If you create your ad electronically (via the computer) please send it via an e-mail attachment. Many times we are unable to find the clipart or font you used. The yearbook is published with Microsoft Publisher 2007. You can send your ad in any version of MS Publisher, as a .jpg graphic, MS Word, Printshop (save ad as .jpg), or Photoshop. If you have questions on a program send an e-mail to the address below. If you e-mail photos, send them in high resolution color. Most e-mail services limit e-mail to 10 MB, so send multiple pictures in separate e-mails.
2. Keep it simple. Remember the yearbook page is now 8 1/2 x 11. A full page ad is 6.5"x 9", half page—6.5" x 4.5", quarter page—3 .25"x 4.5". If it is too busy it is difficult to tell what it is.
3. Remember the yearbook is done in black and white. If you design your ad in color, change it to grayscale and take a look at what it looks like - but send it in color, as it will print better in black and white.
4. Many fonts you use, and even ones that we use, need to be changed by the printer. If they do not have your specific font they try to match it as closely as they can.
5. We can scan in the ad you designed or a picture you would like included. Just remember that any paperclip or staple mark or fold line will also be scanned. We want your ad to be picture perfect for you. Please send it in a larger envelope so you won't have to fold it.
6. We are happy to help you in any way that we can. We are just an e-mail away.

estartwins@comcast.net

REMEMBER: Deadline: April 15, 2009