

ADVERTISING FORM

DEADLINE: JAN. 17, 2020(DEC. 13, 2019 FOR WES CREATED AD)

ADVERTISING OPTIONS

CATALOG	Full Page: 5" x 8"
Please check below:	
Outside Back Cover (5" x 8")	5"
Inside Front Cover (5" x 8")	↑
☐ Inside Back Cover (5" x 8")	
☐ Half Page (5" x 4") \$200 Take 10% off;	
☐ Quarter Page/Business Card \$90 your ad if it	Half Page Horizontal
PRODUCTION NOTES includes a	5" x 4"
Trim Size: 5.5" x 8.5" coupon!	
Bleeds: No i	
Color: Black & White (optional full color - Cover inside & back)	
BID PADDLES	
Auction Night Bid Paddles\$5,000	
PRODUCTION NOTES	**************************************
Trim Size:TBD Bleeds:No	
Color: Black & White; Full color negotiable	Quarter Page Horizontal
	5" x 2"
MECHANICAL REQUIREMENTS ☐ AD Creation by WES (All sizes)\$20	
Contact WES and we can create an attractive ad using your logo and	
information. Includes two rounds of comments/edits.	
Camera-Ready Copy: Material given to the printer that needs NO	Business Card
further work before being passed onto the scan department.	
Camera copies should be clean, flat, and printed in dark ink.	↓
Electronic Files: PDF, JPEG, TIFF, EPS, and WORD DOC files are all	V
acceptable formats for electronic submission of ad materials.	
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ADVERTISER INFORMATION (Please print all information.)	
Contact's Name: ☐ Ms. ☐ Mrs. ☐ Mr. ☐ Dr.	
Business Name:	
Address:	
City, State, Zip:	
Phone: Email:	
PAYMENT METHOD	
☐ Check (payable to: Washington Episcopal School) Check Num	nber:
☐ Credit Card (circle one) MC VISA AMEX Card Numb	per:
Expiration Date: CVV: Name on Ca	rd:
Billing address (if different from above):	
Advertiser's Signature:	
You may also purchase an ad by texting WESAD20 to 41444 or visiting https://www.w-e-s.org/support/auction/ad	
Please return this form to Amy Ruberl, Washington Episcopal School, 5600 Little Falls Parkway, Bethesda, MD 20816.	
Questions? Contact Amy Ruberl, aruberl@w-e-s.org or 301.652.7878 ext. 214.	