

## ADVERTISING INSERTION ORDER

This insertion order confirms your ad space in *Clavier Companion*. Please complete this form and return at your earliest convenience.

COMPANY NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

WEBSITE ADDRESS \_\_\_\_\_

LISTING NAME TO APPEAR IN ADVERTISERS INDEX \_\_\_\_\_

AUTHORIZED BY \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Please check the following for your advertisement:

### I. ISSUE

✓	Issue	Release date	Reservation Deadline	Artwork Deadline
	July/Aug 2011	July 15, 2011	May 5	May 20
	Sept/Oct 2011	September 15, 2011	July 5	July 20
	Nov/Dec 2011	November 15, 2011	September 5	September 20
	Jan/Feb 2012	January 15, 2012	November 15	November 25
	Mar/Apr 2012	March 15, 2012	January 5	January 20
	May/June 2012	May 15, 2012	March 5	March 20
	July/Aug 2012	July 15, 2012	May 5	May 20
	Sept/Oct 2012	September 15, 2012	July 5	July 20
	Nov/Dec 2012	November 15, 2012	September 5	September 20
	Jan/Feb 2013	January 15, 2013	November 15	November 25
	Mar/Apr 2013	March 15, 2013	January 5	January 20
	May/June 2013	May 15, 2013	March 5	March 20

### 2. SIZE & ORIENTATION (Circle the orientation)

- ✗ FULL PAGE (Live 7 3/8" x 9 7/8", Trim 8 3/8" x 10 7/8", Bleed 8 5/8" x 11 1/8")
- ✗ 2/3 Page (Horizontal: 7 3/8" x 6 1/2" Vertical: 4 7/8" x 9 7/8")
- ✗ 1/2 Page (Horizontal: 7 3/8" x 4 7/8" Vertical: 3 5/8" x 9 7/8")
- ✗ 1/3 Page (Horizontal: 7 3/8" x 3 1/4" Vertical: 2 3/8" x 9 7/8")
- ✗ 1/4 Page (Horizontal: 4 7/8" x 3 5/8" Vertical: 3 5/8" x 4 7/8")
- ✗ 1/6 Page (Horizontal: 4 7/8" x 2 3/8" Vertical: 2 3/8" x 4 7/8")
- ✗ Business Card Size Display Ad (Horizontal Only 3 5/8" x 2")
- ✗ Classified Ad (25 word minimum)

3. FULL PAGE BLEEDS ✗ Yes ✗ No

4. COVERS ✗ Inside Front Cover ✗ Inside Back Cover ✗ Back Cover

5. NEW COPY TO ARRIVE \_\_\_\_\_ REPEAT AD which appeared: ISSUE \_\_\_\_\_

6. DIGITAL EDITION SPECIFIC ADS/ENHANCEMENTS \_\_\_\_\_

Send Insertion Order via PDF to [advertising@claviercompanion.com](mailto:advertising@claviercompanion.com)

Send Artwork to Bob Payne: [bob@bluezstudios.com](mailto:bob@bluezstudios.com) and Lauren Thompson: [advertising@claviercompanion.com](mailto:advertising@claviercompanion.com)

‡ Cancellations: Ads may not be canceled after closing date. Advertisers who find it necessary to discontinue a contract will be billed the amount of previously earned discounts.

‡ Contract Terms: Ad Size is binding (i.e. size may not decrease) through the duration of the contract, nor be changed after reservation date.

‡ Terms: New advertisers: net on or before space reservation date. Continuing advertisers: net 30 days from issue date. Interest at 1.5% per month will be charged on all overdue accounts.