SAN FRANCISCO NEWS

ADVERTISEMENT INSERTION ORDER

Name		Date
Address		
City	State	Zip Code
Telephone	Fax	Email
Staff	How did you hear of us?	

ADVERTISEMENT			4 RUNS	12 RUNS	26 RUNS	COLOR	DESIGN	RUNS	TOTAL
☐ $2568	Full Page	11H x 8W	☐ $1798	☐ $1541	☐ $1284	☐ $350	☐ $200		
☐ $1522	1/2 Page	5.5 x 8W	☐ $1066	☐ $914	☐ $761	☐ $182	☐ $175		
☐ $856	1/4 Page	5.5H x 3.92W	☐ $599	☐ $513	☐ $428	☐ $119	☐ $100		
☐ $685	1/6 Page	4.13H x 3.92W	☐ $479	☐ $411	☐ $342	☐ $87	☐ $75		
☐ $465	1/8 Page	2.27H x 3.98W	☐ $325	☐ $325	☐ $232	☐ $70	☐ $65		
☐ $225	Business Card	1.75H x 2.9W	☐ $157	☐ $135	☐ $112	☐ $50	☐ $50		
☐ $125	Online Banner	pixels	☐ $107	☐ $95	☐ $72	☐ Free	☐ $50		
☐ $60	Classified-print	words	☐ $42	☐ $36	☐ $30	☐ N/A	☐ Free		
☐ $20	Classified-online	words	☐ $21	☐ $21	☐ $15	☐ N/A	☐ Free		
☐ $900	Feature Article								

SPECIAL INSTRUCTIONS:

Other:	
Total:	
Discounts:	
Total Due:	
Amount Paid:	
Balance Due:	

Have run dates been set? ☐ Yes ☐ No. Run Dates: _____

☐ Payment made by ( ) Check ( ) Cash ( ) Pay Pal ( ) Venmo ☐ Payments of _____ on _____

☐ Payment by ( )Master Card ( )Visa ( )Discover Name on Card: _____

☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ CVV: _____

Expiration: _____

Card Holder Signature (must match signature on card): _____

TERMS OF CONTRACT: Card holder signature below must match signature on back of card. Display advertisers opting out of Design must present camera ready artwork (tif or pdf, 300dpi, CMYK). Send all materials to advertising@thesfnews.com. San Francisco News publishes every Sunday. Space reservations and all production materials, Camera ready (pre-designed) ads, are due by 5:00 PM on the Wednesday before print. *Discounted rate is based on pre-paid consecutive runs of a minimum of 4 weeks (30% off), 12 weeks rate (40% off) or 26 weeks (50% off). Premium placement is available at an additional 25% of the regular rate. Toggle fee is $25. Payments are due prior to run of first ad or as stipulated above, whichever is first. If payment arrangements have been made, payments are due on date agreed upon. Bounced checks, reversal of payments, chargebacks or any problems with payment will incur an automatic fee of $50 plus $5 for every day payment is delinquent. Any special rates or discounts will no longer apply and Advertiser will be responsible for the regular rate of the entire contract amount. Any legal fees or missed deadlines resulting from Advertiser's refusal to satisfy their part of the contract will be the responsibility of the Advertiser. San Francisco News is authorized to use above credit card for all charges in connection with this order, as described either verbally or in writing with the undersigned. All ads designed by San Francisco News are the property of Canyon News. No Refunds once order is placed (either verbal or written).

I have read and fully understand the terms of this contract.

Authorized Agent for Advertiser: _____ Date: _____