



Village of Beverly Hills

Your advertisement can reach every address in Beverly Hills!

2018 Calendar Advertising Insert

For the past 13 years, Beverly Hills has offered an advertising opportunity in its Village Calendar/Annual Report. You can be part of a valuable partnership between the Village of Beverly Hills and the business community.

The Calendar/Annual Report is professionally designed and includes important dates, public meetings, and contact information for village departments and services. Advertising offers one or two color display advertising options.

Distribution of Publication

The Calendar is mailed to all Village of Beverly Hills residential addresses and businesses - over 4,200. It is also available for pickup at the Village Office, on the Village website and copies are furnished to local neighborhood associations and new residents throughout the year.

Don't Delay

Time and display space is limited. **Contracts and payment are due by September 15.** No exceptions. Don't miss out on this opportunity, reserve your space today.

Get More Information

Please contact me at the Village of Beverly Hills for more information.

- Ellen Marshall, Village Clerk 248/646-6404
emarshall@villagebeverlyhills.com

Ad Rates (one color - Black)

	<u>Regular</u>	<u>Nonprofit Rate</u>
Full Page	\$900	\$810
Half Page	\$562	\$506
Quarter Page	\$405	\$364
Eighth Page	\$270	\$243
Business Card	\$90	\$81
Business Listing	\$67	\$45
Coupon Ad	\$90	
Add Spot Color (PMS - to be determined)	\$50	

Display Advertising Dimensions

- Full Page - 10.5" wide x 8" tall
- Half Page Vertical - 5.25" wide x 8" tall
- Half Page Horizontal - 10.5" wide x 4" tall
- Quarter Page - 5.25" wide x 4" tall
- Eighth Page - 2.63" wide x 4" tall
- Coupon/Business Card - 3.5" wide x 2" tall

Ad Layout Formats

Finished layout to size saved as PDF preferred (JPEG, TIF acceptable). Burned to CD or copied to Zip disk. **IMPORTANT:** Please include laser or color inkjet output proof along with disk. Indicate spot color (if applicable) on black & white laser proofs.

NOTE: Disks and proofs will only be returned upon request.

Layout/Production

The price of your ad includes a simple layout consisting of your company logo, twenty-five or less words of text, address, telephone, fax numbers, email and/or web address. Advertiser should provide basic ad layout, copy, and camera-ready logo.

Additional Details for Advertisers

All advertisements are subject to the approval of the editor and publisher, the Village of Beverly Hills.

All accounts are due and payable by **September 15, 2017** to Village of Beverly Hills. Send remittance to **Village Clerk, 18500 W. 13 Mile Rd., Beverly Hills, MI 48025**



Calendar/Annual Report Advertising Contract

Deadline: September 15, 2017

Village of Beverly Hills

Name of Advertiser: _____

Advertiser's Representative or Agency if any (company name): _____

Contact Person: _____ Title: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone: _____ Fax: _____ Email: _____

Decision-making Details

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Add Spot Color (PMS - to be determined) \$50

- All advertisements are subject to the approval of editor and publisher, the Village of Beverly Hills.
- Position in layout is neither sold nor guaranteed
- All accounts are due and payable by September 15, 2017 to Village of Beverly Hills.
- Client assumes full responsibility and liability for content of all advertising copy.
- **Artwork** should be submitted electronically. Preferred formats are PDF, JPEG and TIF. All necessary fonts should be submitted with artwork. At a minimum, display advertising layout must be furnished camera-ready by mail.
- **Business Listing** - Submit the Business Name, Address, Website, Phone Number and Email Address to be published.

More Info: Please contact:
 Ellen Marshall: 248-646-6404
emarshall@villagebeverlyhills.com

Check all boxes that apply to your advertising request:

- Ad Size: Full
 Half Page Vertical
 Half Page Horizontal
 Quarter Page
 Eighth Page
 Coupon
 Business Card
 Business Listing (Text-Name, Address & Phone)
- Color: One Color (Black)
 Two Color (Black & TBD color; +\$50)
- Rate: Regular
 Non-Profit (10% discount on display ads)

Calculate Your Cost:

Ad Rate (See chart on this sheet): _____
 Second color? If yes, add \$50: _____
 Total Due: _____

I, the undersigned, have read, fully understand and agree to the terms listed on this page.

Authorized by: _____
 Title: _____
 Date: _____

Deadlines:

This Contract is due by September 15, 2017
 Artwork/Business Listing Text Due by September 15, 2017
 Payment Due by September 15, 2017

Send all contracts, communications & payments to:
 Ellen Marshall (email: emarshall@villagebeverlyhills.com)
 Village of Beverly Hills
 18500 W. 13 Mile Rd.
 Beverly Hills, MI 48025 or fax to 248/646-3703