

The North Central Division includes approximately 2,700 choir directors in Iowa, Minnesota, Nebraska, North Dakota, South Dakota, and Wisconsin.

**Contact Information**

Company/Institution Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

Web Site \_\_\_\_\_

Type of Advertiser (i.e. publisher, school, tour, retailer, etc) \_\_\_\_\_

**Mechanical Details and Policies**

- Ads must fit within specified sizes. Do not include printer marks or bleeds. Ad files must be submitted as grayscale, black & white or CMYK for 4-color. RGB files are not acceptable.
- Ad copy must be submitted as PDF or JPEG file at 300 dpi. Advertiser is responsible for correct file resolution to ensure print quality. All fonts and graphics must be embedded. Send ad by email attachment to the address listed below. Advertiser is liable for content of ad and will assume responsibility for any claims arising therefrom against ACDA.
- To avoid misidentification, the ad file name should be the same as that of the advertiser.
- ACDA reserves the right to approve and edit all materials proposed for publication and distribution.
- Payments must be made payable to ACDA in US Dollars. We accept check, money order, Visa, MasterCard, Discover and AmEX. ACDA will process purchase orders for educational and governmental institutions when the proper purchase order paperwork is submitted along with a signed copy of the reservation form. No refunds will be given.

**Ad Copy Submission**

Submit copy by email to Sheri Fraley:  
**sheri.fraley@yahoo.com**  
**402-310-4359**

**Reservation Form Submission Options**

**Fax**..... 405-232-8162 (no cover sheet please)

**Mail**..... ACDA  
Newsletter Advertising  
545 Couch Drive  
Oklahoma City, Oklahoma 73102-2207

**Contact**..... Heidi Harmon  
Phone: 405-232-8161 x 202  
Email: hharmon@acda.org

**2010 - 2011 Issue Year**

<b>Melisma November 2010</b>	___ Full-Page Inside Front Cover-4-Color.....	\$350. <sup>00</sup>
	___ Full-Page Inside Back Cover-4-Color.....	\$350. <sup>00</sup>
	___ Full-Page B&W..(7.75" w.x 10.25" h).....	\$250. <sup>00</sup>
	Ad Copy Deadline: October 1, 2010	
	___ 1/2-Page..... (7.75" w.x 5" h).....	\$150. <sup>00</sup>
	___ 1/3-Page..... (2.34" w.x 10.25" h).....	\$120. <sup>00</sup>
	___ Square..... (5" w x 5" h).....	\$120. <sup>00</sup>
<b>Melisma April 2011</b>	___ 1/6-Vertical..... (2.34" w.x 5" h).....	\$ 95. <sup>00</sup>
	___ 1/6-Horizontal.. (5" w x 2.34" h).....	\$ 95. <sup>00</sup>
	___ Full-Page Inside Front Cover-4-Color.....	\$350. <sup>00</sup>
	___ Full-Page Inside Back Cover-4-Color.....	\$350. <sup>00</sup>
	___ Full-Page B&W..(7.75" w.x 10.25" h).....	\$250. <sup>00</sup>
	Ad Copy Deadline: March 1, 2011	
	___ 1/2-Page..... (7.75" w.x 5" h).....	\$150. <sup>00</sup>
___ 1/3-Page..... (2.34" w.x 10.25" h).....	\$120. <sup>00</sup>	
___ Square..... (5" w x 5" h).....	\$120. <sup>00</sup>	
___ 1/6-Vertical..... (2.34" w.x 5" h).....	\$ 95. <sup>00</sup>	
___ 1/6-Horizontal.. (5" w x 2.34" h).....	\$ 95. <sup>00</sup>	

**Payment** (please select one)

**Total Due: \$** \_\_\_\_\_ payable to ACDA in US Dollars  
ACDA Federal Tax ID 62-0695676

Check # \_\_\_\_\_ enclosed

PO # \_\_\_\_\_ PO form & this form must arrive together

Credit Card. Print Name on Card: \_\_\_\_\_

Expiration Date: \_\_\_ / 20 \_\_\_ CVV 2: \_\_\_

Card Billing Address: \_\_\_\_\_

Billing City, State, Zip: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I agree to pay the total amount according to the credit card issuer agreement. I acknowledge that no refunds will be given. I will comply with the terms and conditions outlined above. ACDA is not responsible for USPS mail, shipping, fax, or electronic submission failures.

Keep a copy of this form for your records