

# Birthday Announcement Form

Announcements of birthdays are for 70-plus years of age. Announcement forms must be in our office at least 10 days before the birthday date or 10 days prior to the planned celebration. Print or type all information clearly. Photos may be submitted with announcements. You have an option of running a color photo for an additional fee.

Photo(s) enclosed?  Yes  No

Celebrants' full name \_\_\_\_\_

(Include maiden name if applicable)

Current address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Phone number \_\_\_\_\_

What birthday will be celebrated? \_\_\_\_\_ Date of the birthday (month, day, year) \_\_\_\_\_

Place of birth (city, state) \_\_\_\_\_

Spouse's name \_\_\_\_\_ Deceased?  Yes  No

Place of marriage (city, state) \_\_\_\_\_ Date of marriage \_\_\_\_\_

Occupation  employed  retired Company name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Veteran:  Yes  No If yes, what branch of service \_\_\_\_\_

### Celebration plans:

Open house  Open reception  family gathering  card shower  other (explain) \_\_\_\_\_

Time \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

### Children (names, spouse names, cities, states of residence)

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### Stepchildren (names, spouse names, cities, states of residence)

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Deceased children \_\_\_\_\_

Number of grandchildren (We do not list names): \_\_\_\_\_ Great-grandchildren \_\_\_\_\_ Great-great-grandchildren \_\_\_\_\_

Number of stepgrandchildren (We do not list names): \_\_\_\_\_ Great-stepgrandchildren \_\_\_\_\_ Great-great-stepgrandchildren \_\_\_\_\_

**Names and daytime phone numbers of two people who could verify facts and spellings of information on this form (required):**

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**RETURNING THE FORM:** In person, 601 E. William St., Decatur, IL, Monday through Friday from 8 a.m. to 5 p.m. Online at [www.herald-review.com](http://www.herald-review.com). By mail: to: Herald & Review Life section, 601 E. William St., Decatur, IL 62523. You must include a telephone number where you can be reached during the day. Please allow time for the Herald & Review to verify the information by phone. A form can be faxed to you. PDF forms are also available for download at [www.herald-review.com](http://www.herald-review.com).

**ABOUT PHOTOS:** Photos provided may be any size, as long as each individual face is at least 3/4-inch wide. If a photograph is out of focus, in soft focus, or of inferior quality, we cannot accept it. We can use color or black and white photographs. A clear focus amateur photo is acceptable. If a digital photo is sent in via email, make sure it is saved as a JPEG.

Announcement option \_\_\_\_\_ \$ \_\_\_\_\_

Form of payment:  Check/money order  Cash  Credit Card (circle one): MasterCard Visa American Express Discover  
Card # \_\_\_\_\_ Expiration Date (month/year) \_\_\_\_\_ three-digit security code on back \_\_\_\_\_

Card holder's name \_\_\_\_\_

Address \_\_\_\_\_

Card holder signature \_\_\_\_\_

If mailing, include check or money order or complete the information for credit card. Make check or money order payable to Herald & Review. Please do not send cash.

**Herald & Review Newsroom: (217) 421-6979**