

Engagement Announcement Form

It is our pleasure to be a part of announcing this special event in your life. Please read this form thoroughly, completing the options and total payment sections. Print or type all information clearly. Announcements appear in both our print and online editions. To ensure that your engagement announcement receives the special attention it deserves, we ask that we receive this form at within three months before the wedding.

Photo(s) enclosed? Yes No If yes, check one: I will pick up photo(s) I have enclosed a stamped, self-addressed envelope

BASIC ANNOUNCEMENT (no photo or with 2" wide color or black and white photo)

Bride-elect _____ City _____ State _____
(Include maiden name)

Bridegroom _____ City _____ State _____

Wedding date _____

Bride-elect's parents (married divorced) (father deceased mother deceased)

Mother's name _____ City _____ State _____

Father's name _____ City _____ State _____

Prospective bridegroom's parents (married divorced) (father deceased mother deceased)

Mother's name _____ City _____ State _____

Father's name _____ City _____ State _____

Bride-elect's occupation (job title) _____ City _____ State _____

Bridegroom's occupation (job title) _____ City _____ State _____

EXPANDED ANNOUNCEMENT (includes basic information above, a 2" wide color or black and white photo, plus the following information) (Note: for an additional fee you can upgrade your photo to 4" wide.)

Location of wedding (place) _____ City _____ State _____

Grandparents of prospective bride _____

Grandparents of prospective bridegroom _____

Bride-elect's education:

High School _____ City _____ State _____ (graduated, attended, current student)

College/technical school _____ City _____ State _____ (graduated, attended, current student)

Advanced education at _____ City _____ State _____ (graduated, attended, current student)

Prospective bridegroom's education:

High School _____ City _____ State ____ (___ graduated, ___ attended, ___ current student)

College/technical school _____ City _____ State ____ (___ graduated, ___ attended, ___ current student)

Advanced education at _____ City _____ State ____ (___ graduated, ___ attended, ___ current student)

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

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. 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.

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. Write your name on the back of the photo. If a digital photo is sent in via email, make sure it is saved as a JPEG.

Do not send proofs, framed photos or any photo that is irreplaceable. We take great care with photos, but will not be responsible for their replacement should they become damaged or lost. You may pick up your photo at the Herald & Review one week after it has appeared in the newspaper. Photos will only be kept for three months. If you want your photo mailed back, please enclose a self-addressed, stamped envelope with the form. Submitted photos will not be returned unless they are accompanied by a self-addressed, stamped envelope.

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