

Publication Order Agreement

BILLING INFORMATION – Print legibly

Name _____
Phone Number _____ Fax/Cell _____
Address _____ City _____ State _____ ZIP _____
Email address _____

PUBLICATION INFORMATION – Please read below:

Check one item: *Submit This Document with Your Order:*

- ☐ **ABC Notice** ABC form 207C (application to sell alcoholic beverages) or 207D (change in ownership)
☐ **Name Change** Superior Court form NC 120 ORDER TO SHOW CAUSE FOR CHANGE OF NAME
☐ **Other** Copy of Quote w/notices:

Deadline: Pasadena Weekly publishes every **Thursday** of the year. **Deadline Friday 11 am** to publish **that following Thursday**. Weeks that include major holidays such as Thanksgiving, Christmas and New Years have earlier deadlines. Please inquire in advance if you are concerned about the 1st date of publication. Note: orders submitted after Friday 11am may be published if space is available but *may be subject to an additional late fee of \$25*.

Verification: As soon as your order is entered in our system, you will receive a receipt with your scheduled dates to publish. You may see a digital copy of your ad on our website pasadenaweekly.com

Proof of Publication Affidavits: After the final insert is published, affidavits will be sent to you to file.

Name Change Notice – 2 copies to you

Other – 2 copies to you

Amount Enclosed: ☐ ABC 1x (207D) \$35 ☐ ABC 3x (207C) \$81 ☐ Name Change \$99 ☐ Other \$ _____

Payment Method (check one) : ☐ CASH ☐ CHECK ☐ CREDIT CARD *complete items below**

I authorize Pasadena Weekly to publish the notice(s) described above according the terms stated. I have submitted full payment in check or cash or hereby authorize Pasadena Weekly to charge my credit card account listed below.

Signed _____ Date _____

Mail orders to: Pasadena Weekly, PO BOX 1349 South Pasadena , CA 91031 ATTENTION: Ann Browne

Email orders to: annt@pasadenaweekly.com

FOR FURTHER INFORMATION: Ann Browne 626-584-8747 annt@pasadenaweekly.com

*Name on Card Account _____ *Security Code _____
(Security code is last 3 numbers on the back of Visa, MC, or Discover card or 4 on front of AMEX card)

*Credit Card # _____ *Exp. Date _____

..... FOR OFFICE USE ONLY

Received \$ _____ Date _____ By _____