

ADVERTISING INSERTION ORDER

Account Name: _____	Rep _____
Account Number: _____	
Can we contact the advertiser? (If yes put info) _____	

PRINT

BW/Color? _____

Size(s) _____

SI Dates _____

Neighbor Dates: _____

Price Breakout: _____

Placement Request: _____

Creative (circle one)

New Art: email directions for artwork

Pick up Number: _____

Digital

Size(s) _____

Impressions: _____

Dates: _____

Price Breakout: _____

Where to Link: _____

Pick up/Change Number: _____

External: Email us artwork

Notes _____
