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Kansas.com

# Birth Announcement Form

Name *Announcement placed by:* \_\_\_\_\_

Address \_\_\_\_\_ Apt. \_\_\_\_\_

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

Home phone \_\_\_\_\_ Work phone \_\_\_\_\_

Email \_\_\_\_\_

**DEADLINE:** Please return this form before 4:00 p.m. the Wednesday prior to the Sunday of publication.

## HOW TO PLACE AN ANNOUNCEMENT

**1. Choose written information from page 1. 2. Choose photo option from pages 2 & 3. 3. Complete all on page 4.**

Please type or print information clearly. Celebrations will use the information to write the announcement OR you may write your own announcement on an attached sheet of paper for .55¢ per word. (\$35 minimum required.) *Any number, letter, or character with a space on either side is considered a word.* Announcements are edited for spelling and grammar, and according to Associated Press guidelines. With the placement of an announcement, you will receive 3 copies of the Sunday edition of the newspaper in which your announcement appears. If you do not want the 3 copies, you may take a \$3 discount off your final total.

## BASIC INFORMATION — \$35 (Does not include a photo)

**Photo options are listed on page 3 on this form**

Name of Baby \_\_\_\_\_  Boy  Girl

Mother's name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Father's name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Date of birth \_\_\_\_\_ Time of birth \_\_\_\_\_  AM  PM

### ADD-ON 1 + \$15.75

Hospital where baby was born \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Doctor that delivered baby \_\_\_\_\_

Weight of baby \_\_\_\_\_ Length of baby \_\_\_\_\_

Color of hair \_\_\_\_\_ Color of eyes \_\_\_\_\_

### ADD-ON 2 + \$15.75

Grandparents (list as "the late" if deceased) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### ADD-ON 3 + \$15.75

Great-grandparents (list as "the late" if deceased) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### ADD-ON 4 + \$15.75

Siblings of baby (name, gender and age) \_\_\_\_\_

Godparents \_\_\_\_\_

Baby was named after \_\_\_\_\_

Baptism information \_\_\_\_\_

### ADD-ON 5 .55¢ per word

You may submit your own write-up or additional words or information other than requested on the form. If writing your own birth announcement, the amount due is .55¢/word or \$35 whichever is greater.

## PHOTO INFORMATION

### Photo specifications:

An original black and white OR color photo is requested (no photocopies). Acceptable photos include: Professional, clear-focus amateur, or high quality digital (at least 200dpi). Soft focus, poor quality, out-of-focus, or grainy scanned photos MAY NOT reproduce well, and The Wichita Eagle will not be responsible for the reproduced quality if provided.

### Photo size requirements:

We can use a billfold size up to an 8 inch x 10 inch photo, as long as each face is no smaller than 1/2 inch in width. Your original photo will be scanned and cropped to the size you select, and will not be cut or altered in any way. **Photos requiring repair, restoration may be subject to a \$25 art surcharge.**

### Returning photos:

If you bring your photo in person, by request, we can scan the photo and return it to you at that time.

To have the photo returned by mail, include a self-addressed stamped envelope. We will send it back the Monday after the announcement publishes.

The Wichita Eagle cannot assume responsibility for handling once the photo has been mailed.

If an envelope is not provided, the photo may be picked up at the Celebrations office the Monday after publication for up to 60 days.

You may e-mail the photo to Celebrations (please call before sending). Photos should be sent as a grayscale, JPEG or TIFF file, scanned at least 200 dpi, and should be clearly identified with the couple's names, and the type of announcement. E-mail address is: [celebrations@wichitaeagle.com](mailto:celebrations@wichitaeagle.com)

If you include a photo with your announcement, please make sure that you have all rights to use the photo in this manner and sign the following statement: **I assume all responsibility and liability for the reproduced publication of the photograph(s) I have provided The Wichita Eagle for the purpose of use with a Celebrations announcement.**

PRINT NAME \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

**PHOTO OPTIONS**



**Option A**

1 photo  
.9" wide by 1.25" deep  
**\$15.75**



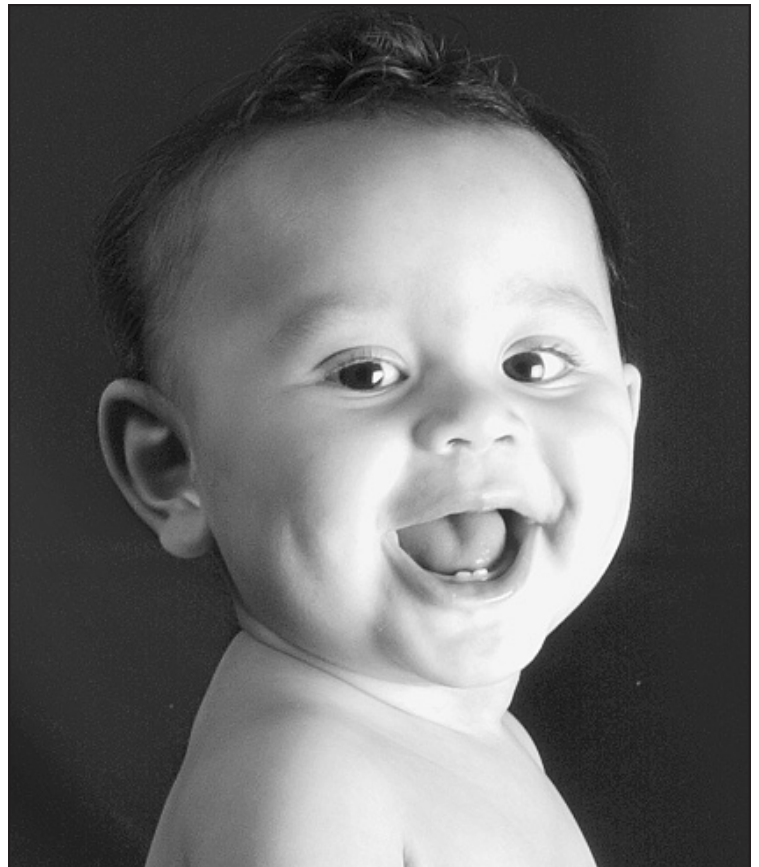
**Option B**

1 photo  
1.736" wide by 2" deep  
**\$26.25**



**Option C**

1 photo  
2.5" wide by 3" deep  
**\$52.50**



**Option D**

1 photo  
3.597" wide by 4.5" deep  
**\$89.25**

**Option E** (Example not shown)

1 photos  
3.597" wide by 7" deep  
**\$141.75**

**Please turn to and  
complete the last page  
on this form.**

## **Slicks...** wonderful keepsakes

**The Wichita Eagle Celebrations offers "slicks" of announcements for \$5.25 for the first copy, and \$2.10 for each additional copy.**

**A "slick" is a copy of a published announcement (actual size) on high-gloss white paper, and date of publication.**

**To order slicks see page 4 of this form. Slicks will be mailed to you the week following publication of your announcement. Slicks may also be ordered at a later date, up to six(6) months following publication.**

**TOTAL COST DUE**

**Check WRITTEN option(s) selected**

*descriptions on page 1*

- Basic information** (Must be selected) .....\$35.00
- Add-on **1** .....\$15.75
- Add-on **2** .....\$15.75
- Add-on **3** .....\$15.75
- Add-on **4** ( \_\_\_\_\_ words submitted at .55¢ per word) \$ \_\_\_\_\_

**Total \$** \_\_\_\_\_

**Check PHOTO option(s) selected**

*Examples shown on page 2 and 3*

- No photo.....\$0.00
- Option **A**.....\$15.75
- Option **B**.....\$26.25
- Option **C**.....\$52.50
- Option **D**.....\$89.25
- Option **E**.....\$141.75

**Total \$** \_\_\_\_\_

**Order slicks on your announcements**

A slick is a copy of your announcement (actual size) on high-gloss white paper, bordered with the date and placement of the announcement. Unlike a newspaper clipping, slicks will not yellow or deteriorate.

Slicks are \$5.25 for the first copy, \$2.10 for each additional copy.

**Address to mail slicks:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Apt. # \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Written Options** ..... \$ \_\_\_\_\_

**Photo Options** ..... \$ \_\_\_\_\_

**Upgrade your photo to color for \$50.....** \$ \_\_\_\_\_

← \_\_\_\_\_ **# of Slicks ordered.....** \$ \_\_\_\_\_  
(\$5.25 for first, \$2.10 for each additional)

\_\_\_\_\_ **# of extra newspapers.** \$ \_\_\_\_\_  
(if more than 3 which are included or  
 SUBTRACT \$3.00 if you DO NOT wish to receive)

↓

You will receive 3 copies of the newspaper that your announcement publishes in, the Friday after the announcement publishes. If you DO NOT WANT the 3 papers, check this box  and deduct \$3 from your "Total due." Additional papers may be ordered for \$1.05 ea.

**TOTAL DUE \$** \_\_\_\_\_  
*Please include payment with form*

**METHOD OF PAYMENT**

- Check/money order  Cash  Credit Card —  Visa  MasterCard  Discover  Amex

*Payable to The Wichita Eagle*

*In person only*

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

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on card \_\_\_\_\_

Signature \_\_\_\_\_

**WHERE DO WE SEND YOUR COPIES OF THE NEWSPAPER?**

With the placement of an announcement, you will receive three copies of the Sunday edition of The Wichita Eagle in which your announcement appears, the Friday after publication. If you do not want the three newspapers please check the box above and deduct \$3 from your "Total due." Additional papers may be purchased for \$1.05 each.

Please provide us with the name and address of where you would like your newspapers sent:

Name \_\_\_\_\_

Address *(We cannot deliver to a P.O. Box)* \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_ Phone \_\_\_\_\_

★ ★ ★ ★ ★ ★ ★ ★

**All Announcements go online  
 for 1 year on Kansas.com  
 and include a guestbook!**

★ ★ ★ ★ ★ ★ ★ ★

**HOW TO SUBMIT THIS FORM**

- BY MAIL** - CELEBRATIONS, The Wichita Eagle, P.O. Box 820, Wichita, KS 67201-0820
- FAX** - (316) 268-6333 (Photos cannot be faxed) **E-MAIL** - celebrations@wichitaeagle.com
- IN PERSON** - 825 E. Douglas, Wichita, KS (first door, south-end of building) 8:30am - 4:30pm - Monday-Friday.

CELEBRATIONS CUSTOMER SERVICE  
**(316) 268-6667**