



Announcement Form

Kansas.com

Name *Announcement placed by:* _____
 Address _____ Apt. _____
 City _____ State _____ Zip _____
 Home phone _____ Work phone _____
 Email _____

Requested Sunday of publication (date): _____
Please return this form before 4:00p.m. the Wednesday prior to the Sunday of publication.

PLEASE INDICATE THE TYPE OF ANNOUNCEMENT YOU ARE PLACING:

- Congratulations (birthday, retirement, etc.)
- Special Events (open house, reception, party, etc.)
- Special Thanks
- Thinking of You
- Memorials
- Reunions (class, family, veteran, or other)
- Card Shower
- Allstars (special athletic, academic, or performance awards)
- Special Grad
- Other _____

HOW TO CREATE YOUR ANNOUNCEMENT:

1. Start with the basic announcement for \$45. This is a written message only - up to 30 words. With each announcement you will receive 3 copies of the Sunday edition of The Wichita Eagle in which your announcement appears. If you do not want the 3 newspapers please check the box on back and deduct \$3 from your total due.
2. To add extra words to the basic announcement add .55¢ per word.
3. To add a photo(s) - select one or more photos from the options shown below. The cost indicated is for each photo. You may combine 2 or more photos in your announcement.

1. BASIC INFORMATION

\$45 (Does not include a photo)

Text only, up to 30 words. Includes 3 copies of Sunday edition of The Wichita Eagle that your announcement will appear in also online for 1 year and guestbook on www.kansas.com

2. TO ADD ADDITIONAL WORDS

.55¢ per word

Any number, letter, or character with a space on both sides is considered a word. As a service to you, your announcement will be edited for spelling and grammar.

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 (refer to ruler on right). 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:

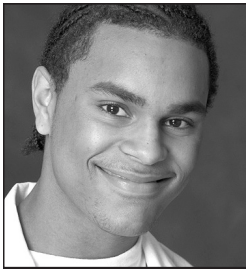
If you bring your photo in person, by request, we can scan the photo and return it to you at that time. To have the photo returned by mail, include a self-addressed stamped envelope. We will send it back the Monday after the announcement publishes. The Wichita Eagle cannot assume responsibility for handling 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

3. TO INCLUDE A PHOTO

Please select a photo(s) from the options below



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

Option E 3.597" wide by 7" deep **\$141.75**

(Example not shown)

WRITE BELOW YOUR ANNOUNCEMENT AS YOU WOULD LIKE FOR IT TO READ (or you may attach a separate sheet of paper)

Name under photo If applicable _____

METHOD OF PAYMENT

Check/money order
Payable to The Wichita Eagle

Check # _____

Cash
In person only

Credit Card —

Visa MasterCard Discover Amex

Card # _____

Name on card _____

Expire Date _____

Signature _____

The cost of your announcement \$45 (includes up to 30 words) \$ **45.00**

Additional words at .55¢ each \$ _____

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

→ \$ _____

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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.

Upgrade your photo to color for \$50.... \$ _____

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 Box) _____ Apt. # _____

City _____ State _____ Zip code _____ Phone _____

TOTAL DUE \$ _____
Please include payment with form



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 _____

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