



Kansas.com

# Wedding Announcement Form

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

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

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

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

Email \_\_\_\_\_

## 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.

### Once we have received the form, it takes 1 to 3 weeks to publish.

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. (\$45 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.

## BASIC INFORMATION — \$45 (Does not include a photo)

Photo options are listed on page 3 on this form

Bride name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Groom name \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Wedding time/date \_\_\_\_\_ Church or place \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Person who officiated, select one;  pastor  clergy  judge Full name \_\_\_\_\_

Bride's parents (  married  divorced ) *(please indicate as "the late" if deceased. Stepparent may be listed on same line as parent)*

Mother \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Father \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Groom's parents (  married  divorced ) *(please indicate as "the late" if deceased. Stepparent may be listed on same line as parent)*

Mother \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Father \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

## ADD-ON 1 + \$15.75

Honeymoon trip to \_\_\_\_\_

Couple will reside in (city) \_\_\_\_\_ State \_\_\_\_\_

Bride's occupation or job title \_\_\_\_\_ Company name \_\_\_\_\_

Groom's occupation or job title \_\_\_\_\_ Company name \_\_\_\_\_

## ADD-ON 2 + \$15.75 (Names Only)

Bride's maid/matron of honor \_\_\_\_\_ Bride's attendants \_\_\_\_\_

Groom's best man \_\_\_\_\_ Groom's attendants \_\_\_\_\_

## ADD-ON 3 + \$15.75 (Names Only)

Grandparents of bride *(if deceased, list as "the late")* \_\_\_\_\_

Grandparents of groom *(if deceased, list as "the late")* \_\_\_\_\_

**ADD-ON 4 + \$15.75**

Description of dress \_\_\_\_\_

Colors/theme of wedding \_\_\_\_\_ Floral selection \_\_\_\_\_

**ADD-ON 5 + \$15.75 (Names Only)**

Flower girl \_\_\_\_\_

Ring bearer \_\_\_\_\_

Ushers \_\_\_\_\_

Others: *candlelighters, jr. bridesmaid, personal attendant, readers, etc. - up to eight (8)*

**ADD-ON 6 + \$15.75**

Wedding music *(soloists, pianist, other musicians, music selections, type of music)*

**ADD-ON 7 + \$15.75**

Out of town guests - *up to eight (8)* \_\_\_\_\_

**ADD-ON 8 + \$15.75**

Wedding reception location \_\_\_\_\_

Wedding reception theme \_\_\_\_\_

Reception attendants names \_\_\_\_\_

Reception music \_\_\_\_\_

**ADD-ON 9 + \$15.75** *Please indicate G (if graduated,) A (if attended,) or S (current student,) and type of college degree completed.*

**Bride**

High School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

College/technical \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Advanced education at \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**Groom**

High School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

College/technical \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Advanced education at \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**ADD-ON 10 .55¢ per word**

If you would like to include a special message from the couple, list additional guests or attendants, include information other than indicated on the form, or if you choose not to use this form, you may submit additional information or your own write-up for .55¢ per word.

**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. 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. **Photos requiring repair, restoration may be subject to a \$25 art surcharge.**

**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.

**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.**

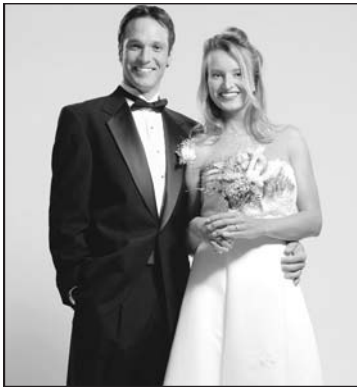
PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**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**

How would you like the couple's name to appear under the photo?

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Sample: **Mark and Mary Smith** or  
**Mark Smith and Mary Jones**

**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) .....\$45.00
- Add-on **1** .....\$15.75
- Add-on **2** .....\$15.75
- Add-on **3** .....\$15.75
- Add-on **4** .....\$15.75
- Add-on **5** .....\$15.75
- Add-on **6** .....\$15.75
- Add-on **7** .....\$15.75
- Add-on **8** .....\$15.75
- Add-on **9** .....\$15.75
- Add-on **10** ( \_\_\_\_\_ 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 of 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)*

**TOTAL DUE \$** \_\_\_\_\_

*Please include payment with form*

**METHOD OF PAYMENT**

- Check/money order  
*Payable to The Wichita Eagle*  
Check # \_\_\_\_\_
  - Cash  
*In person only*
  - Credit Card —
  - Visa
  - MasterCard
  - Discover
  - Amex
- Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_
- Name on card \_\_\_\_\_
- Signature \_\_\_\_\_

★ ★ ★ ★ ★ ★ ★ ★

**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**