

Caring for the Human Spirit® Magazine



Mail, e-mail or fax insertion order form/payment to:

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INSERTION ORDER FORM

Advertiser

Bill to

Contact Person Tel.

Fax

E-mail

Billing Address

City State Zip

Signature

ISSUE:

Fall 2017/Winter 2018

(publishes late October 2017)

Insertion order due August 30

Materials due September 30

Close date September 30

Spring 2018/Summer 2018

(publishes late April 2018)

Insertion order due March 1

Materials due April 1

Close date April 1

AD SIZE

Full Page (bleed)

1/2 Page (horizontal)

1/3 Page (vertical)

1/4 Page (vertical)

Inside Cover (back/front)

Back Cover

AD RATE* _____

COLOR

Black & White Four-color

ARTWORK

Artwork Enclosed

Artwork will be sent by _____

PAYMENT

Date of Insertion Order _____

Check Credit Card

Credit Card:

AmEx MasterCard

Visa Discover

Security Code _____

Expiration Date _____

Cardholder's Name _____

TERMS

- All payments are due within 20 days of insertion order or magazine close date, whichever comes first.
- All ads must be submitted according to size specifications and file format.
- HCCN reserves the right to decline or reject any ad for any reason at any time.
- Cancellations will not be accepted after the issue closes.
- The inclusion of ads is not an endorsement of the advertiser or its products or services. HCCN does not investigate advertisers' claims and is not responsible for these claims.
- This order constitutes a contractual agreement. Verbal orders do not constitute a contractual agreement.
- This contract constitutes acknowledgement of your order.

**HealthCare
Chaplaincy
Network™**

* For ad dimensions, format and rates, please refer to:
www.caringforthehumanspiritmagazineads.org