Celebrations Announcement Form

The Wichita Eagle
Now you know.
Kansas.com

Name *Announcement placed by:* _____

Address _____ Apt. _____

City _____ State _____ Zip _____

Daytime phone _____ Eve phone _____

Email _____

Requested Sunday of Publication: _____
Please submit this form before noon the Wednesday prior to the Sunday of publication

PLEASE INDICATE THE TYPE OF ANNOUNCEMENT YOU ARE PLACING:

All Announcements Are $20/pci

- ☐ Anniversary
- ☐ Engagement
- ☐ Wedding
- ☐ Birth
- ☐ Congratulations (birthday, retirement, etc.)
- ☐ Card Shower
- ☐ Memorials
- ☐ Special Grad
- ☐ Specials Events (church potlucks, community clubs, etc.)
- ☐ All Stars
- ☐ Special Thanks
- ☐ Reunions

HOW TO CREATE YOUR ANNOUNCEMENT:

1. **Start with selecting the size of your announcement. The cost is $20 per column inch. See rulers on page 2.**
2. **Select picture size, see page 2-3. Color is an additional $50.**
3. **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* _____

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

(Approx number of words that fit in 1column x 1inch is 35 or 75 words in 2 columns x 1 inch)

4. **Order Slicks - $5.25 for the first copy and $2.10 for each additional.**

1 COLUMN 1.736″ | 2 COLUMN 3.597″ | 3 COLUMN 5.458″ | 4 COLUMN 7.319″

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. Photos should be sent as a 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

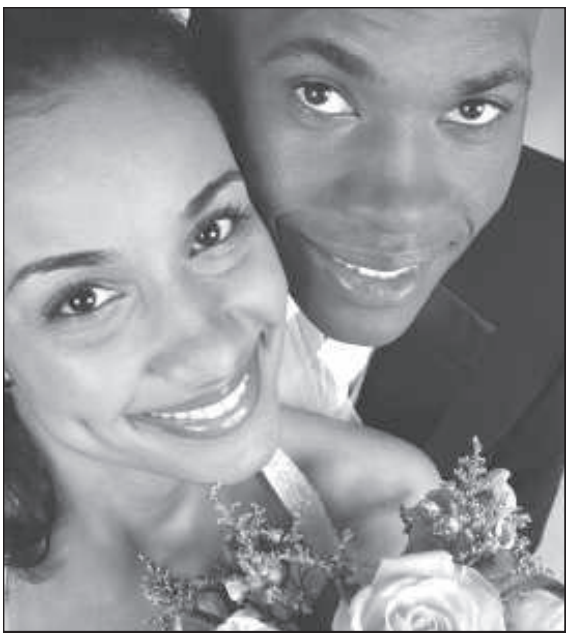
If you include a photo with your announcement, please make sure that you have all rights to use the photo in this manner and sign the following statement: **I assume all responsibility and liability for the reproduced publication of the photograph(s) I have provided The Wichita Eagle for the purpose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

PRINT NAME _____ _____

SIGNATURE

PHOTO OPTIONS — Please see next page for more photo options!

Option A
1 photo
1.736" wide by 2" tall
1 Column



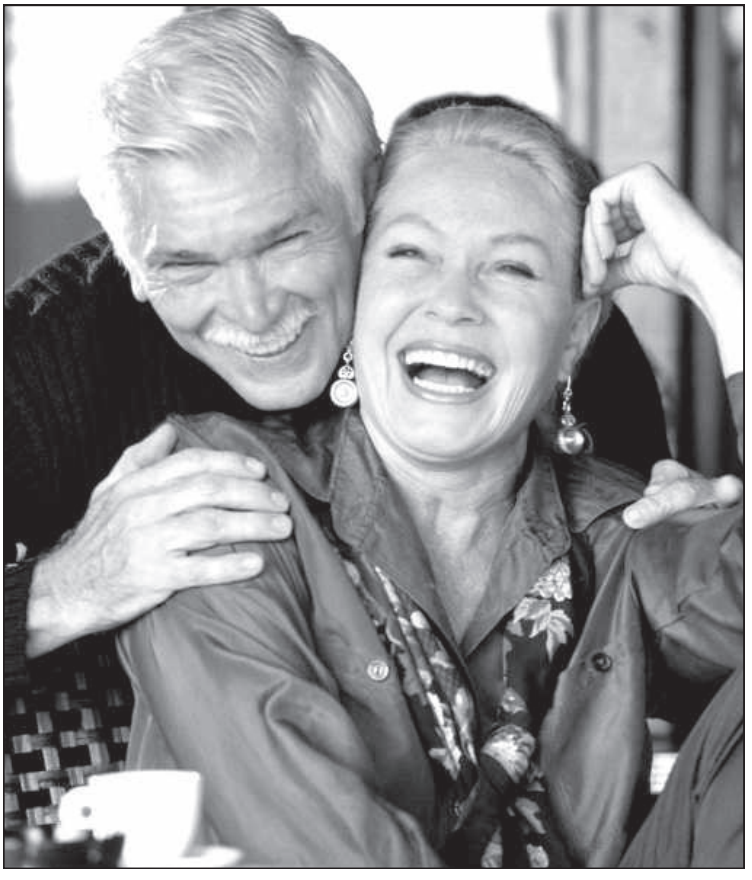
Option B
1 photo
2.5" wide by 3" tall
2 Column

MORE PHOTO OPTIONS

Small Combo
2 photos
1.736" wide by 2" tall (each photo)
1 Column

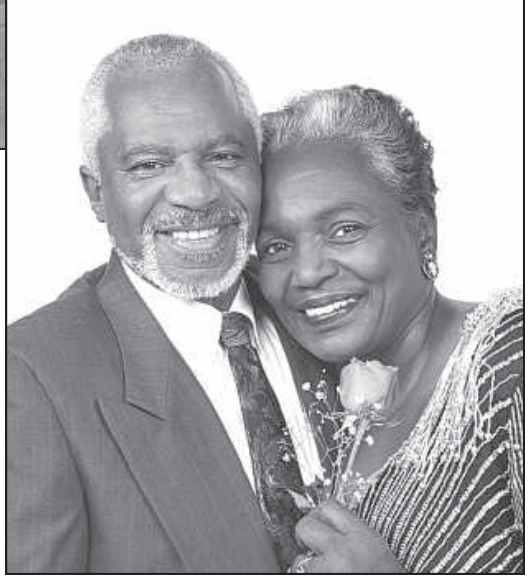
Slicks...
wonderful keepsakes

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.



Option C
1 photo
3.597" wide by 4.5" tall
2 Column

Large Combo
2 photos
2.5" wide by 3" tall
(each photo)
2 Column



Option D (Example not shown)
1 photos
Custom Size

# of columns_____ x # of inches_____ = _____ column inches

x$20.00 pci

Announcement Price $_____

Photo Size:

- ☐ Option A
- ☐ Option B
- ☐ Option C
- ☐ Option D
- ☐ Small Combo
- ☐ Large Combo
- ☐ Custom Size: _____

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 _____

☐ **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

☐ Credit Card — ☐ Visa ☐ MasterCard ☐ Discover ☐ Amex ☐ Check/money order *Payable to The Wichita Eagle* Check # _____ ☐ Cash *In person only*

Name on card _____

Card # _____

Exp. Date _____ Sec. Code _____

Signature _____

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

HOW TO SUBMIT THIS FORM

BY MAIL - CELEBRATIONS, The Wichita Eagle, 825 E. Douglas, Wichita, KS 67202
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) 9am - 2pm - Monday-Thursday.

CELEBRATIONS CUSTOMER SERVICE
(316) 268-6667