



THE INTERNATIONAL SELKIRK LOOP

2017 ADVERTISING INSERTION ORDER & CONTRACT

Company _____ Date _____
 Represented by _____ Fax _____
 Address _____ Phone _____
 City _____ St/Prov _____ Zip/Postal _____
 Email _____ Website _____

Travel Guide New Ad (Provided) New Ad (We Design) Pick Up ad (No Changes) Pick Up ad (with Changes)

Ad Size _____ Vert Horz

Travel Map New Ad (Provided) New Ad (We Design) Pick Up ad (No Changes) Pick Up ad (with Changes)

Ad Size _____ Vert Horz Mapside or Backside Category _____

Web Home Page Secondary Page Placement _____

Start Date _____ End Date _____

Notes:

	Ad Price (price per insert)	\$ _____
		\$ _____
AUTHORIZATION:		\$ _____
_____ Stephanie Sims _____		\$ _____
ISL REP	SUB TOTAL	\$ _____
Date _____	Multi-Publication Discount (5%)	\$ _____
	Returning Advertiser Discount (5%)	\$ _____
	SUB TOTAL	\$ _____
COMPANY REP	HST 5% (CDN orders)	\$ _____
Date _____	Deposit Due	\$ _____
	Balance Due*	\$ _____

*Balance is DUE UPON PUBLICATION. Past due accounts are levied a finance charge of 1.5% per month, minimum charge \$5.
 Publisher's liability of errors is limited to the portion of space occupied by error.

The International Selkirk Loop: US Address: PO Box 920, Bonners Ferry, ID 83805
 CDN Address: PO Box 2079, Creston, BC V0B 1G0
 tel 208-267-0822 / fax 208-267-0822 / www.selkirkloop.org



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ARTWORK SUBMISSION INSTRUCTIONS

2017 Publication and Closing Dates

Publication	Space Reservation	Camera ready ad materials	Publication Date
TRAVEL GUIDE	Oct. 17, 2016	Nov. 1, 2016	Dec. 9, 2016
TRAVEL MAP	Nov 18, 2016	Dec. 9, 2016	Jan. 10, 2017

Where to send: International Selkirk Loop / PO Box 920 / Bonners Ferry, ID 83805

Where to email: selkirkloop@frontier.com - Maximum 10 MB per email.

Format accepted: PDF files prepared in InDesign, Photoshop or Illustrator.
Scans should be CMYK tiffs or eps at 300 dpi. All fonts and linked images must be included.

Questions regarding digital ad submissions: Stephanie Sims at selkirkloop@frontier.com 208-267-0822

Changes to existing ad or creating new ad costs: No additional charges if the ad is changed or created by International Selkirk Loop. If you prefer the ad to be prepared or changed by Keokee Creative - \$75 per hour with a 1/2 hour minimum for small changes. You will be billed separately by Keokee Creative for this service after you approve your ad proof.

Terms of Contract: All advertising material is subject to Publisher's approval. It is the responsibility of Advertiser to provide ads to meet Publisher's mechanical specifications. The International Selkirk Loop will use its best efforts to accurately produce each publication. Advertisers agree to indemnify and hold the publisher harmless against all loss, liability and expense associated with all aspects of printing and publishing of its advertisement. A 50% deposit will be billed on a net 30 term. A 1.5% service charge will be assessed on all balances 30 days delinquent past publication date. At the discretion of the publisher, the advertiser may be required to pre-pay for advertising until credit is established.

Cancellation Policy: Once this insertion order is signed by the advertiser or advertiser's agent, cancellations are not accepted. A signed advertising insertion order represents the advertiser's commitment to pay for space reserved. No refund of any kind will be made.

Advertiser Acceptance _____ Date _____

We accept Visa / MC _____

Exp. ____/____ 3 digit code on back _____

Mail or Fax signed agreement to: International Selkirk Loop
US Address: PO Box 920, Bonners Ferry, ID 83805
Canadian Address: PO Box 2079, Creston, BC V0B 1G0
888-823-2626 • 208-267-0822 / Ph & Fax