



# THE INTERNATIONAL SELKIRK LOOP

## 2026 ADVERTISING INSERTION ORDER & CONTRACT

Company \_\_\_\_\_ Date \_\_\_\_\_

Represented by \_\_\_\_\_

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:			\$ _____
_____ Donna Molvik _____			\$ _____
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 / info@selkirkloop.org / www.selkirkloop.org



# THE INTERNATIONAL SELKIRK LOOP

## ARTWORK SUBMISSION INSTRUCTIONS

### 2026 Advertising Closing Dates

Publication	Space Reservation	Camera ready ad materials
TRAVEL GUIDE	Oct. 20, 2025	Nov. 3, 2025
TRAVEL MAP	Oct 20, 2025	Nov. 3, 2025

**Where to send:** International Selkirk Loop / PO Box 920 / Bonners Ferry, ID 83805 or  
/ PO Box 2079 / Creston, BC V0B 1G0

**Where to email:** [info@selirkloop.org](mailto:info@selirkloop.org) - 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:** Donna Molvik at [info@selirkloop.org](mailto:info@selirkloop.org) 1-509-671-3194

**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 - 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 email 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 • [info@selirkloop.org](mailto:info@selirkloop.org)