

## 2024 Advertising Insertion Order

Client:	Phone:
Contact:	Email:
Address:	Website:
Bill To:	
PACKAGE "B" – \$4,900 net	
PRINT: Choose four (4) months— 1/2 P	Page ads, Horizontal Island
□Jan □Feb □Mar □Apr □May □Jun [	□Jul □Aug □Sep □Oct □Nov □Dec
BUZZ E-NEWSLETTER: Choose the	ree (3) months- Side banners
□Jan □Feb □Mar □Apr □May □Jun [	□Jul □Aug □Sep □Oct □Nov □Dec
PRODUCT FEATURE: Choose two	(2) months
□Jan □Feb □Mar □Apr □May □Jun [	□Jul □Aug □Sep □Oct □Nov □Dec
Client Signature:	Date:

Fax or email signed insertion order to Adriana Heikkila at (630) 562-7983 or aheikkila@ballpublishing.com

## **Material Deadlines and Specifications**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Print/Digital	12/6	1/5	2/6	3/6	4/5	5/6	6/6	7/8	8/6	9/6	10/7	11/6
Product	11/21	12/19	1/18	2/19	3/19	4/18	5/21	6/18	7/18	8/19	9/18	10/18

## **Advertising Specifications**

\*For detailed material and design specifications: ballpublishing.com/productionguidelines.

PRINT: 1/2 Page (horizontal) Live Area: 7.5 in. x 4.625 in. Bleed option available\*

1/2 Page (island) Live Area: 4.875 in. x 6.875 in. Bleed option available\*

DIGITAL: 120 x 240 pixels Side Banner

PRODUCT FEATURE: 40-word description for one product with high-resolution, print-ready product image (no logos/text, on-sweep photography preferred)—JPG, TIF or EPS file format, unzipped. Email PRODUCT FEATURE material to: Adriana Heikkila, Sales Coordinator at <a href="mailto:aheikkila@ballpublishing.com">aheikkila@ballpublishing.com</a>

## **Print and Digital Ad Submission**

Email **PRINT** advertising materials to: **Kathy Wootton**, *Production Manager*, **ph** 1.630.588.3352 | **email** <u>kwootton@ballpublishing.com</u>

FTP upload available. Call for instructions to verify your upload with Kathy. Preferred medium for advertiser-supplied printed ad materials is high-resolution (minimum resolution 300 dpi), press-ready PDFs.

Email **DIGITAL** advertising materials to: **Denielle Noe**, *Publishing Assistant*, **ph** 1.630.588.3233 | **email** dnoe@ballpublishing.com

Exact dimensions (pixels); jpg or gif; file size ≤100kb; URL is requested for each ad. Animation allowed. Flash not accepted for e-newsletters.