







SARNIA COMMUNITY ACTIVITIES GUIDE Fall/Winter/Spring 2015/2016

www. Sarnia Community Activities Guide. ca

Date:				FOR GRAFIKS USE ONLY
Contract Made Between:				
and City of Sarnia - Parks and Recreation Department				
Contact Name:				-
Billing Address:				
Community: Postal Code:				-
Phone: Fax:			_	
Email:				
Payment Options: ☐ Cheque – payable to Grafiks Marketing & Communications ☐ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑ ☑				
Name on card:				
Card Number: Expiry Date:				
Ad Size	#	Ad Price	Price	Artwork Special Instructions:
☐ 1/8 page 3.44" x 2.3"			\$	
☐ 1/4 page - hor. 7" x 2.3" ☐ 1/4 page - vert. 3.44" x 4.75"			\$	
☐ 1/2 page - hor. 7" x 4.75"			\$	
1/2 page - vert. 3.44" x 9.625"				_
☐ Full page* 7" x 9.625"			\$	
☐ Inside Front & Back cover* 7" x 9.625"			\$	
☐ Back cover* 7" x 9.625"			\$	
Map Listing			\$	
☐ Other			\$	
		SUBTOTAL	\$	
		13% HST	\$	
		TOTAL	\$	
*Image area 7" x 9.625", Trim Size 8" x 10.625" add .125" for bleed. Salesperson: Grafiks Marketing & Communications 225 Mitton St. N., Sarnia, Ontario N7T 6H5				
Please email all ARTWORK to your sales representative. Email should be confirmed by a phone call.				
Signature of Advertiser			Signature on behalf of City of Sarnia - Parks and Recreation Department	

Terms & Conditions:

- Terms of Payment The Advertisers will be invoiced once they have approved their Ad. Acceptable methods of Payment are: Visa, MasterCard, Cheques - made payable to Grafiks Marketing & Communications.
- **2. General Provisions** The Advertiser will remain liable for all charges due under this contract, including; in the event of a sale or transfer of the business.
- 3. Advertising Copy Materials The Advertiser agrees to submit their advertising material by the July 31, 2015 deadline or they may risk the chance of this contract being cancelled. Note: Please deal directly with your Sales Representative on all advertising material/artwork, including revisions.
- **4. Cancellation of Advertising** Contract shall be irrevocable by the Advertiser after **July 10, 2015**.
- 5. Indemnification of Publisher Publisher (Grafiks) shall not be held responsible for loss or expense resulting from claims, actions or proceedings based on the content of such advertisements, without limitation on indemnity.
- **6. Errors or Omissions** A proof will be supplied and the Advertiser must review their ad and approve. Any errors or omissions within the Advertisers approved ad are the responsibility of said Advertiser.

Digital Specifications for Customer-Supplied Electronic Files:

- 1. Acceptable Software and Formats Macintosh ONLY
 - Quark XPress 10 or lower
 - Illustrator CS6 or lower
 - Photoshop CS6 or lower
 - Adobe Acrobat 11 or lower

Acceptable ad formats include high resolution (300 dpi or greater) .pdf, .eps files, or .tif files that are created in Adobe Acrobat, Adobe Illustrator, or Adobe Photoshop. All .pdf files must be high resolution (300 dpi) and embedded with all fonts and images. All full colour images must be CMYK format – RGB images are not acceptable. Files must be collected for output and must include all support images, files and fonts.

Unacceptable ad formats – ads that are sent as word processing documents (.doc, .wpd, etc.), PowerPoint documents, or Microsoft Publisher documents will not be accepted.

2. Acceptable Media:

- DVD, CD, USB dirve, or email.
- All ad material, including any ad changes, must be submitted to your sales representative.
- If ad supplied, contact name and phone number or email address of agency must be supplied.