

**Annual Report 2017-2018**

**Ad Specifications and cost**

**Please select your ad here:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ad options** | **Dimensions (with bleed)** | **Dimensions****(without bleed)** | **Rate** | **Tick here to select** |
| Full page  | 8.5"w x 11"h  with 1/8 (0.125” bleed) | 7.5" w x 10” h | TT$9,450. +vat |  |
| Front inside cover (vertical) | 8.5"w x 11"h  with 1/8 (0.125” bleed) | 7.5” w x 10” h | TT$9,765. +vat |  |
| Back Inside cover (vertical) | 8.5"w x 11"h   with 1/8 (0.125” bleed) | 7.5 “w x 10” h | TT$9,240. +vat |  |
| Half page (vertical) | 4.25"w x 11" h with 1/8 (0.125” bleed) | 3.75 "w x 10" h | TT$5,775. +vat |  |
| Half page – (horizontal) | 8.5"w x 5.5”h with 1/8 (0.125” bleed) | 7.5"w x 5”h | TT$5,775. +vat |  |
| Quarter page | 4.25”w x 5.5”h with 1/8 (0.125” bleed) | 3.75” w x 5”h | TT$3,675. +vat |  |

**Artwork guidelines:**

·         Artwork can be submitted with or without bleed.

·         All artwork should be of a resolution 300 dpi or higher.

·         Artwork must be in either PDF or in AI/photoshop format with links and fonts embedded or saved for relinking purposes.

·         Publication size 8.5”x 11”

·         Please ensure that all copy is placed at least ½ (0.5”) from the edge or bounding box.   This will ensure that copy does not go onto the creep/spine when the book is bound.

·         In submitting your request for an ad, please complete both the ‘ad specification and cost (pg 1)’ and the ‘commitment form’ (pg 2) pages.



**COMMITMENT FORM**

**Annual Report 2017-2018**

Name of Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Contact numbers:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of person completing this form:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email of person completing this form:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Size of Ad selected: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company to be billed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**COMPANY STAMP HERE:**

***Notes re deadlines:***

* *Booking form (pages 1 &2) should be completed and returned to* *michelle@energy.tt* *immediately, since we can only accommodate a limited number of ads in each category.*
* *Print-ready artwork should be submitted to* *michelle@energy.tt* *and priya@energy.tt, no later than* ***August 29th, 2018.***