



Ad Copy Form

1. Less is more - Simple ads with a powerful message or offer produce the best results.
2. Renewal ads - Please attach a copy of the ad, and indicate any changes that need to be made. Make sure the program code is legible.
3. New ads - Please attach any logos, pictures or other artwork needed and write offers and layout in the appropriate box. The quality of the ad will depend on the quality of artwork and information provided. All information on this form must be filled in. Please print clearly. DO NOT use staples, paper clips, or place tape on the topside of any provided artwork. Everything needed to create this ad must be included. PROOFS WILL TAKE LONGER IF THE GRAPHIC DESIGN DEPARTMENT NEEDS TO CONTACT THE CUSTOMER FOR AD COPY AND ARTWORK.
4. Customer designed ads - Please email the ad to rrawproof@outlook.com. We accept the following file types: EPS (Illustrator), PSD (Photoshop), PDF, or JPG. Minimum 300 dpi. Please put the business name and location in the subject line of the email. Ad sizes are below:

Single Ad
2.875" wide by 1.3889" high

Double Ad
2.875" wide by 2.838" high

No proof needed _____

Sales Person _____ New ad _____ Renewal Ad _____

Advertiser/Company Name _____

Address _____ City _____ State _____ Zip _____

Program Form Space number(s) _____ Single Ad _____ Double Ad _____