

# Twelve Months to Better Balance 2011 Calendar Custom Imprint Order Form

Company/Client Name (as it should appear on acknowledgements): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Mailing Address (Street/PO Box): \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ Web Address: \_\_\_\_\_

If you were referred by a non-profit or government organization, please tell us who: \_\_\_\_\_

Advertising Agency (if applicable): \_\_\_\_\_ Agency Insertion Order/Reference No. (if applicable): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Mailing Address (Street/PO Box): \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ Web Address: \_\_\_\_\_

**Section A: Sponsors Only** (to be used in conjunction with purchases of Month, Happy Holidays, Sponsor the Moon, Payday and TGIF sponsorships. For all other orders, please use Section B.)

Amount of sponsorships purchased: \$ \_\_\_\_\_

Quantity	Description	Subtotal
	<b>Number of free custom imprinted calendars desired</b> (up to 50 for every \$1,000 of advertising purchased).	FREE
	<b>Additional custom imprinted calendars at \$75 per 100</b> (order in quantities of 100, maximum of 10,000 calendars per customer)	\$
	<b>Shipping and Handling: 50–100: \$25; 101–250: \$50; 251–500: \$75; 501 or more: please call for custom shipping quote OR</b> <input type="checkbox"/> Free shipping in Olympia, Lacey or Tumwater <input type="checkbox"/> We are outside the Olympia area but will pick up our order	\$
	<b>Total</b>	\$

## Section B: Non-sponsors Only

Quantity	Price (ea)
50	\$2.00
100	\$1.75
150	\$1.50
200+	\$1.00

Order in quantities of 50  
Max. quantity 10,000

Quantity	Description	Subtotal
	x \$ _____ price per piece	\$
	<b>Shipping and handling</b> <b>50–100: \$25; 101–250: \$50; 251–500: \$75;</b> <b>501 or more: please call for custom shipping quote OR</b> <input type="checkbox"/> Free shipping in Olympia, Lacey or Tumwater <input type="checkbox"/> We are outside the Olympia area but will pick up our order	\$
	<b>Total</b>	\$

### Deadlines:

June 15, 2010 — Final date to order and pay for sponsorships; final date to provide logos.

July 1, 2010 — Final date to order and pay custom imprints, provide logos and other imprint information.

**PREPAYMENT IS REQUIRED. All rates are net.**

Total: \$ \_\_\_\_\_  Check enclosed — payable to PTWA (project manager)  Credit card authorization completed below

VISA or MasterCard Number \_\_\_\_\_ Expires \_\_\_\_\_ Total Authorized Amount \$ \_\_\_\_\_

Cardholder's Name (please print) \_\_\_\_\_ Signature (required) \_\_\_\_\_

### Custom Imprint Artwork Guidelines

Custom imprint area: four lines of type, maximum of 50 characters per line, logo imprint area 1-1/2" x 3", black type only. Logo should be EPS file. A minimum \$10 charge will apply to recreate logos not in the proper format. Email logo and copy, as you wish it to appear, to marketing@ptwa.org. Proofs will be provided via email. Calendar staff is not responsible for errors if advertiser fails to approve or correct the proof. Custom imprints appear in black and white, design of imprints (font, alignment, etc.) is at the sole discretion of calendar staff.

### Cancellations and Refunds

Cancellations received by June 1, 2010 will receive a full refund, less a \$50 service fee. Cancellations received between June 2 and July 1, 2010 will receive a 50 percent refund. No cancellations after July 1, 2010.