



Cambridge Chamber of Commerce Advertising Contract/Insertion Order

Each issue of Connections is distributed digitally to over 1,800 members & friends of the Cambridge Chamber of Commerce. Paid advertising is available in six issues per year. Contact Lisa S. Cohen at lcohen@cambridgechamber.org or (617) 876-4132 with any question.

Rates

— Size —	1 Issue	3 Issues	Full Year (6 Issues) —
Full Page 7 3/4" horizontal X 10" vertical	\$550 per issue	\$1,350 (\$450 per issue)	\$1,980 (\$330 per issue)
Half Page 7 3/4" horizontal X 4 1/8" vertical	\$350 per issue	\$810 (\$270 per issue)	\$1,260 (\$210 per issue)
Quarter Page 3 3/4" horizontal X 5" vertical	\$210 per issue	\$465 (\$155 per issue)	\$720 (\$120 per issue)
Eighth Page 3 3/4" horizontal X 2 1/4" vertical	\$120 per issue	\$300 (\$100 per issue)	\$420 (\$70 per issue)
Inserts 8 1/2" horizontal X 11" vertical	\$650 one time insertion	N/A	N/A

Specifications

Ads are full-color and should be provided in RGB.

Ads should be submitted electronically. If provided camera-ready, the CCC cannot guarantee quality. For best results, they should be reproduced on clay-coated mechanical sheets ("slicks"). Laser print-outs are not acceptable.

Ads may be submitted via e-mail to lcohen@cambridgechamber.org or on a CD or DVD.

Ads will be rejected if, in the opinion of the editor, they are not of reproduction quality.

Preferred format:

- EPS with fonts converted to outlines and any placed images sent separately

Also accepted:

- PDF with fonts embedded and downsampling of no more than 300 dpi
- 300 dpi TIFF
- Quark 6.5 for Windows (or earlier) with fonts and images

Stated rates are for ad space only and do not include design services. You will incur additional charges for design, typesetting and production by Chamber staff, including conversion from Word or file formats other than those listed above.

The Chamber reserves the right to reject any ad or insert that contradicts the mission of the Chamber or directly slanders another member. All ads must be approved by the editor and/or publisher before being printed.

Payment is due upon returning this completed contract unless invoicing is arranged.

**Please send completed contracts and advertisement/insert material to:
 Lisa S. Cohen, CCC, 859 Massachusetts Avenue, Cambridge, MA 02139**

Advertisements

of placements of the SAME ad: _____
 (Please fill out additional forms if the copy/size varies)

Size: (Please circle) **Issues to be placed in:** (Please circle and complete year)

Full page	January/February 200_
Half page	March/April 200_
Quarter page	May/June 200_
Eighth page	July/August 200_
	September/October 200_
	November/December 200_
	Full year (six issues) beginning _____

Rate per ad

x Number of ad placements

Total ad cost

Inserts

Inserts are double-sided. If you would just like one side, that is considered a full page ad and you should fill out the ad info to the left.

Dimensions of insert: _____
 (Please inquire if size is greater than 8.5 by 11)

Issue to be placed in: (Please circle and complete year)

January/February 200_	July/August 200_
March/April 200_	September/October 200_
May/June 200_	November/December 200_

Rate per insertion

x Number of placements

Total insert cost

Total ad cost

+ Total insert cost

Total cost

- Amount paid

Balance due

Payment method (Please check)

Check enclosed Bill (Please circle)
 Charge credit card [Visa MC Amex Discover]

Account number _____

Name on card _____

Billing Address _____

Exp. Date _____ V-Code _____

Company name: _____

Contact person: _____

Billing address: _____

Phone: _____ Fax: _____ Email: _____

Ad Agency (if applicable): _____

Contact person: _____

Phone: _____ Fax: _____ Email: _____

This document constitutes the entire agreement between the parties and should only be amended in writing. In exchange for advertising space and services rendered, I agree to the terms and rates stated.

Authorized by: _____

Title: _____ **Date:** _____

For Chamber use only

Received by: _____ **Date:** _____

Payment: _____