

# 2012 New Hartford Telephone Directory Ad Order Form

The Directory is mailed free to the approximately 3,000 addresses in the town of New Hartford. It is published annually by New Hartford Community Connections, Inc.

Advertisers receive up to five appearances for one price: a display ad, a bold listing in the alphabetical section, and up to three categories in the classified Golden Pages.

**Please fill out this form completely, even if your ad is an exact renewal.**

Name of business: \_\_\_\_\_ Date: \_\_\_\_\_

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

Business address: \_\_\_\_\_

Business phone: \_\_\_\_\_ fax: \_\_\_\_\_

Business e-mail: \_\_\_\_\_

Preferred method of contact:  phone  fax  e-mail  mail

- EXACT RENEWAL** Same as last year. Check for accuracy.  
 **RENEWAL** Change(s) on attached sheet. \$25 fee may apply.  
 **NEW**

See [www.nhcommunityconnections.org](http://www.nhcommunityconnections.org) for a chart of the ad sizes.

Ad should be sketched on an attached sheet exactly as it is to appear (\$25 fee may apply—see NOTE\*), or you may supply a digital file (PDF is preferable). Advertiser is to furnish any required photographs, trademarks, etc. Please note: **new hard copy ads will incur the design fee.**

**Ad size requested (please check one, even if it's an exact renewal):**

- 1/8 page (2 1/2" x 1 3/4"): \$125  
 1/4 page horizontal (5 1/4" x 1 3/4"): \$195  
 1/4 page vertical (2 1/2" x 3 3/4"): \$195  
 1/2 page horizontal (5 1/4" x 3 3/4"): \$295  
 1/2 page vertical (2 1/2" x 7 3/4"): \$295  
 Full page (5 1/4" x 7 3/4"): \$395  
 *Back cover, inside back cover, inside front cover, first and last full page: Check for availability and pricing.*

**\*NOTE: Ad prices listed above are for digitally supplied ads, in an acceptable format, sized to the dimensions listed.** • There is an **additional design fee of \$25** for new ads that are not digitally supplied or need work. This fee is added to the funds for directory production expenses and grants, and is a reasonable alternative to messing around yourself if you don't know what you're doing. • Digital ad files should be either submitted on a CD or e-mailed to [jauclair@snet.net](mailto:jauclair@snet.net). (PDF is preferable; ask first about other formats—Microsoft Word files, for instance, must be re-created and will incur the extra charge.)

Ad price: \$ \_\_\_\_\_  + \$25 design fee = Amount enclosed: \$ \_\_\_\_\_

Check date: \_\_\_\_\_ Check no.: \_\_\_\_\_

I am providing:  hard copy  disk  e-mail

Please make check out to **New Hartford Community Connections, Inc.**

Advertiser's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Golden Page Category** (List up to three. Please see last year's directory for suggestions, or add your own): \_\_\_\_\_

**Mail to:** New Hartford Community Connections, P.O. Box 58,  
New Hartford CT 06057. For more information, please call 860-307-3243.

NHCC Representative:  
\_\_\_\_\_

*Nonprofit organizations may advertise for 50% off published ad rates.*

**AD DEADLINE: SEPTEMBER 1, 2012**