

AIA San Diego

A Chapter of The American Institute of Architects

Commission _____

Committee _____

2008 Committee Advertising Order Form Architecture San Diego/ArchiGram



DATE _____ CONTACT _____

COMPANY NAME _____

PHONE _____ FAX _____

EMAIL ADDRESS _____

1) Choose Your Ad Size

- _____ Classified
- _____ Business Card
- _____ 1/6 page [2 x 4]
- _____ 1/4 page [3 x 4.5]
- _____ 1/2 page [6.25 x 4.5]
- _____ 1/2 page [3 x 9.5]
- _____ Full page [8 x 10]
- _____ Article [450 words max.]
- _____ Insert [8-1/2 x 11 (1,200) supplied by advertiser]

2) Choose Your Format

- _____ .eps
- _____ .jpg
- _____ .tif

3) Choose Your Style

- _____ Black & White
- _____ Color (not available in Archigram)

Ad resolution: minimum 300dpi. Email ads to: newsletter@aiasandiego.org

4) Choose Your Issue(s) Please check all issues that

One full year beginning _____

- | | | |
|--|--|--|
| <input type="checkbox"/> Archigram (Jan08) | <input type="checkbox"/> Archigram (May08) | <input type="checkbox"/> Archigram (Sep08) |
| <input type="checkbox"/> Archigram (Feb08) | <input type="checkbox"/> Archigram (Jun08) | <input type="checkbox"/> Archigram (Oct08) |
| <input type="checkbox"/> Archigram (Mar08) | <input type="checkbox"/> Archigram (Jul08) | <input type="checkbox"/> Archigram (Nov08) |
| <input type="checkbox"/> ArchSD (Apr08) | <input type="checkbox"/> ArchSD Summer (Aug08) | <input type="checkbox"/> Arch SD (Dec07) |

5) Other Services (available only to AIASD members and non-profit groups)

- Blast Fax [member firms] Date _____ Mass Email / Date _____ AIA Web Calendar Posting

6) Calculate Cost to Budget

List Ad Size (no charge) _____

Insert(s) / Cost _____ / _____

TOTAL CHARGE TO BUDGET = _____

AIA Use Only

	Month	Amount
Office Depot	_____	_____
IOS	_____	_____
UCPA	_____	_____
USPS	_____	_____
AT&T	_____	_____

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2008 Rate Sheet / Ad Specifications / Publication Schedule Architecture San Diego/ArchiGram



Print Ads

		per issue
Classified	[1-40 words]	no charge
Business Card	[3 x 2]	no charge
¼ page	[3 x 4.5]	no charge
½ page	[6.25 x 4.5]	no charge
¾ page	[3 x 9.5]	no charge
Full page	[8 x 10]	no charge
Article 450	[450 words max/includes 1 photo]	no charge
Inserts	[8-1/2 x 11] AIA Duplicates	\$ 103.00 [single] / \$ 137.50 [dbl-sided]
	Copies provided by committee	\$ 46.75

Other Services

Email	(no attachments, must be submitted exactly as is to be sent to members)	175	175
Fax	(single page only)	100	n/a
Web Calendar Posting		25	n/a

Advertisement Specifications

HOW TO SUBMIT: Artwork can be submitted either by email to: newsletter@aiasandiego.org or by USPS or delivery to the chapter office on disk.

DIGITAL FORMAT: Artwork submitted can be submitted in the following formats: .jpg, .tif, or .eps - When saving as .eps, leave all boxes unchecked and use the binary setting.

MODE: Either grayscale or CMYK.
NEVER use RGB color space.

ORIGINAL ARTWORK: Black and white ads that do not include halftones or screens may be submitted as original state or high resolution laser output (digital submission preferred).

ARTICLES/ADVERTORIALS: If layout to be done by AIASD: An additional charge of \$300 applies. Submit as text file. Use only one space after period at end of sentence. Use only one hard return at end of paragraph. Do not leave a blank line between paragraphs.

Accompanying image must be submitted as separate file and should not be embedded in article.
If layout by client: Submit as pdf with images and fonts embedded and without security locks. It can also be high resolution (300dpi) .eps, .jpg or .tif (see artwork requirements listed above).

FONTS: All fonts, high resolution scans and art for all logotypes must be included in email or on disk.

2008 Advertising Schedule (Submit by preceding Friday if due date falls on weekend or holiday)

Issue	Reserve space by	Materials Due	Mailing Date
Archigram (Jan08)	December 1	December 5	January 1
Archigram (Feb08)	January 1	January 16	February 1
Archigram (Mar08)	February 1	February 10	March 1
ArchSD Spring08 (Apr)	March 1	March 10	April 1
Archigram (May08)	April 1	April 10	May 1
Archigram (Jun08)	May 1	May 10	June 1
Archigram (Jul08)	June 1	June 10	July 1
ArchSD Summer08 (Aug)	July 1	July 10	August 1
Archigram (Sep08)	August 1	August 10	September 1
Archigram (Oct08)	September 1	September 10	October 1
Archigram (Nov08)	October 1	October 10	November 1
ArchSD Winter08 (Dec)	November 1	November 10	December 1

NOTE: Inserts are due the 20th of each month prior to publication date