



# THE TOWN OF Windermere

## 2023 GAZETTE ADVERTISING CONTRACT

BUSINESS NAME: \_\_\_\_\_ CONTACT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

\_\_\_\_\_ PROOFING IS PROVIDED FREE OF CHARGE. PLEASE INITIAL IF YOU WOULD LIKE US TO PROOF YOUR SUBMISSION FOR SPELLING, GRAMMAR, AND CLARITY.

### SIZE OPTIONS:

<input type="radio"/> Inside Cover Full Page	7" x 7" (Framed) or 8.25" x 8.25" (bleed)	\$700
<input type="radio"/> Full-Page Editorial	7" x 7" (Framed) or 8.25" x 8.25" (bleed)	\$600
<input type="radio"/> Half-Page Horizontal	7" (w) x 3.375" (h)	\$350
<input type="radio"/> Half-Page Vertical	3.375" (w) x 7" (h)	\$350
<input type="radio"/> One-Third Page Vertical	3.375" (w) x 4.6" (h)	\$275
<input type="radio"/> One-Third Page Horizontal	2.125" (w) x 7" (h)	\$275
<input type="radio"/> Quarter-Page	3.375" x 3.375"	\$225

*Sizing guide is attached*

### ISSUE:

<input type="radio"/> Spring 2023	Art due February 17, 2023
<input type="radio"/> Summer 2023	Art due May 19, 2023
<input type="radio"/> Fall 2023	Art due August 11, 2023
<input type="radio"/> Winter 2024	Art due November 10, 2023

*Generally, issues are distributed 2-3 weeks after the due date. Severe weather, such as hurricanes, may impact distribution schedule.*

### TERMS:

1. Please submit ready artwork in high resolution (300 dpi), and either in JPEG or PDF format. Please email to Communications Director, Diane Edwards at [dedwards@town.windermere.fl.us](mailto:dedwards@town.windermere.fl.us)
2. The Town of Windermere reserves the right to change the rates, deadlines, and terms of this contract, as well as to accept or reject any news or ads submitted.
3. Advertising is open to any businesses located both within and without the incorporated limits of the Town of Windermere.
4. All advertising spots are offered at a "first come, first served" basis. No spots will be reserved without a contract and payment in hand. Accepted payments are check or credit card (Visa, Discover, Mastercard only). Payments are accepted any time prior to the deadline for the indicated issue.

## PAYMENT:

Please include a copy of your contract with your payment. Credit card payments are accepted in person or via email (please scan and email the contract to Diane Edwards [dedwards@town.windermere.fl.us](mailto:dedwards@town.windermere.fl.us)). We do not accept credit card payments over the phone.

Make checks payable to "Town of Windermere"

You can mail your check to  
Town of Windermere, ATTN: Diane Edwards  
614 Main Street  
Windermere, FL 34786

## CREDIT CARD AUTHORIZATION:

PAYMENT: \$ \_\_\_\_\_  VISA  MASTERCARD  DISCOVER CHECK NO \_\_\_\_\_

CREDIT CARD NUMBER: \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_ EXP: \_\_\_\_/\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

WOULD YOU LIKE A RECEIPT EMAILED TO YOU? Y/N

EMAIL, IF YES: \_\_\_\_\_

PHONE: \_\_\_\_\_

**BY SIGNING BELOW, YOU ARE IN AGREEMENT WITH THE  
TERMS STATED HEREWITH, AND AUTHORIZE THE TOWN OF  
WINDERMERE TO CHARGE THE LISTED CREDIT CARD IF  
APPLICABLE.**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**One-Sixth Page**

3.375" x 2.125"

**One-Third Vertical**

3.375" x 4.6"

**Half-Page Vertical**

3.375" x 7"

**Half-Page Horizontal**

7" x 3.375"

**One-Quarter Page**

3.375" x 3.375"

**One-Third Horizontal**

7" x 2.125"