

# NAPA VALLEY OPEN STUDIOS 2009

## CATALOG ADVERTISING INSERTION ORDER

EARLY BIRD DEADLINE: MARCH 2, 2009 • FINAL DEADLINE: MAY 27, 2009

OPEN STUDIOS 2009: SEPTEMBER 19-20 & 26-27

STEP 1: Contact Info

Advertiser Name	Date of Order
Contact Name & Position	NVOS Contact
Billing Address	
City	State Zip
Phone	Email

STEP 2: Size & Payment

Instructions: Please indicate by checking your: 1) Ad Size and 2) Payment Rate and then 3) Fill out payment information below

1) AD SIZE	Width	Height	✓
Eighth Page	3 5/8"	2 3/8"	
Quarter Page	3 5/8"	4 7/8"	
Half (Horz) Page	7 1/2"	4 7/8"	
Half (Vert) Page	3 5/8"	10"	
Full Page	7 1/2"	10"	

2) RATE:	Regular	✓	Discount*	✓
	\$400		\$320	
	\$720		\$575	
	\$1,200		\$960	
	\$1,200		\$960	
	\$2,000		\$1600	

3) PAYMENT:

Amount Due \_\_\_\_\_

Payment Date \_\_\_\_\_

Payment Method:

PayPal

Check  # \_\_\_\_\_

\* Early Birds, Non-Profits and Participating Open Studios Artists will receive the Discounted Rate. Payment Methods (for all advertisers): Checks or PayPal only. Make checks payable to: Arts Council Napa Valley. Paypal payments accepted online. Go to [www.nvopenstudios.com/index.php?cmd=advertising](http://www.nvopenstudios.com/index.php?cmd=advertising)  
No partial payments will be accepted. **Payment deadline: 5/27/09.**

Client Signature

STEP 3: Receipts & Submission

For ACNV Office Use Only					
Receipt #	Date Receipt Sent			Staff Authorization	
Date Art Rec'd	Via	Disc	Email		
Tech Issues:	PDF	Color	Fonts	Size	Other
Fixed:	PDF	Color	Fonts	Size	Other
Client Proof Approval				Date	
Approved to Run			Placement		



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