

This form can be completed on your computer screen and printed, or returned in an email. Click on the shaded entry fields and type. Save with a new file name and return as an email attachment.

UUWORLD

THE MAGAZINE OF THE UNITARIAN UNIVERSALIST ASSOCIATION OF CONGREGATIONS

Office use:

Date Rec'd:
Issue:
Runs thru:

Classified Ad Reservation Form

Organization or business name: _____

Contact person: _____

Phone (US): () - Cell: () -

E-mail: _____

Billing address: _____

City: _____ State: _____ Zip: _____

AD SCHEDULE:

Click	Issue	Deadline	Approx. Mail Date
<input type="checkbox"/>	Spring	December 15	February 15
<input type="checkbox"/>	Summer	March 15	May 15
<input type="checkbox"/>	Fall	June 15	August 15
<input type="checkbox"/>	Winter	September 1	November 1

Also place in the uuworld.org online classifieds? Additional \$10/issue, with purchase of print classified ad. All web site addresses will be hyperlinked. Email addresses will be formatted to prevent "harvesting" by third parties by replacing "@" with "at" and the period (".") with "dot".

HAVE YOU PLACED THIS AD BEFORE?

<input type="checkbox"/>	This is a REPEAT ad. From what issue? Season: _____ Year: _____
<input type="checkbox"/>	This is a NEW ad. Please enter your copy below.

AD CATEGORY:

<input type="checkbox"/>	Travel Guide
<input type="checkbox"/>	Bed and Breakfast
<input type="checkbox"/>	Explorations
<input type="checkbox"/>	Properties to Rent
<input type="checkbox"/>	Classified
<input type="checkbox"/>	Administration
<input type="checkbox"/>	Employment
<input type="checkbox"/>	Personals
<input type="checkbox"/>	Publications
<input type="checkbox"/>	Real Estate
<input type="checkbox"/>	Services
<input type="checkbox"/>	Miscellaneous

HEADLINE Text may not exceed 1 line in the ad (30 characters incl. spaces). Headline will be edited if necessary:

REMAINDER OF AD COPY: If completing ON-SCREEN, this space will allow unlimited text; the form will become two pages if necessary. When HAND-COMPLETING this form, please TYPE your ad copy and attach it as an additional page.

YOUR WORD-COUNT AND COST ESTIMATE: Enter your word count and compute your estimated price. Notes on Counting Words: URLs, e-mail addresses, state abbreviations, and phone numbers count as **one** word each. Hyphenated words count as **two** words. When writing out a state name, two-word states count as **two** words.

Total words (headline + ad copy): x \$3.50 (add \$10 if requesting "online") = \$ (if less than 20 words enter \$70)

FORM OF PAYMENT (payment required to place order): \$3.50/word, includes both headline and ad copy (minimum charge \$70 per ad which buys a 20-word ad) \$10 per issue to add on an online listing.

<input type="checkbox"/>	Check (made payable to "UU World")										
<input type="checkbox"/>	<table border="1"> <tr> <td>Visa</td> <td>Name as it appears on the card: _____</td> </tr> <tr> <td>MasterCard</td> <td> <table border="1"> <tr> <td>Card number*:</td> <td>-</td> <td>-</td> <td>-</td> <td>Exp. date:</td> <td>___/___</td> </tr> </table> </td> </tr> </table>	Visa	Name as it appears on the card: _____	MasterCard	<table border="1"> <tr> <td>Card number*:</td> <td>-</td> <td>-</td> <td>-</td> <td>Exp. date:</td> <td>___/___</td> </tr> </table>	Card number*:	-	-	-	Exp. date:	___/___
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Card number*:	-	-	-	Exp. date:	___/___						

*Credit card number may be called in if preferred.

Office Use:

PAID:	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	Price Confirmation: Words: <input type="text"/>	+ Web <input type="text"/>	= \$ <input type="text"/>
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