



## Frequently Asked Questions

### What is the deadline for submitting an ad?

The deadline to submit is **October 3, 2023** (deadline extensions beyond this revised date may or may not be allowed, if you need an extension inquire ASAP at [info@mvshrm.org](mailto:info@mvshrm.org)).

### Should my ad be in black and white or color?

Either is acceptable. There is no additional cost for a color ad.

### Should I send the ad electronically or as a hard copy?

Only Electronically submitted Ads, e-mailed to [info@mvshrm.org](mailto:info@mvshrm.org), will be accepted.

### Do I have to send the ad and payment together?

You can purchase ad space online at: <https://mvshrm.starchapter.com/catalog.php?cat=1>, you will have your choice to pay online with a credit card, or Bypass Payment and mail a check to MVSHRM, PO Box 428, New Hartford, NY 13413. Choices of Ads to purchase include: Full Page Ad - \$250; Half-Page Ad - \$125; Individual Congratulatory Message - \$25 (individual use ONLY, not for businesses and is limited to 60 spaces).

Wording for your Ad and LOGO, if applicable, needs to be submitted by e-mail to: [info@mvshrm.org](mailto:info@mvshrm.org).

(Note: Payment preferred at the time ad is submitted but may be paid by check by October 13).

### Is there any particular format for electronic ads?

Preferred "camera-ready" formats include: .jpg, .jpeg, .png, or .gif for either a half-page (4.25" L x 5.5" W) or full-page (8.5" L x 5.5" W). If you have other formats, please inquire at [info@mvshrm.org](mailto:info@mvshrm.org) if they will be acceptable.

### How is it decided where ads are placed?

Ads submitted by the deadline date which is **October 3, 2023** will be placed in the booklet on a first come, first serve basis. Ads received after October 3, 2023 will not be used (see answer #1 if an extension is required).

### What if I have questions?

If you have any questions regarding your Sponsorship Ad, please e-mail [info@mvshrm.org](mailto:info@mvshrm.org)

### Who can place a Congratulatory Message?

Only an individual may place a congratulatory message. Cannot be bought and placed by a business.



Diamond Sponsor



Platinum Sponsor