



NAEA News

ADVERTISING INSERTION ORDER

NAEA NEWS HAS BEEN THE OFFICIAL NEWSLETTER OF THE NATIONAL ART EDUCATION ASSOCIATION SINCE 1970. Published quarterly in the fall, winter, spring, and summer, *NAEA News* provides insight on happenings throughout the Association, as well as in classrooms, museums, universities, communities, and more.

Please email completed form and ad artwork to jklingerkrebs@arteducators.org. You will receive an invoice link for payment once your ad has been accepted.

CONTACT NAME

BILLING INFORMATION (if different)

CONTACT EMAIL

ACCOUNTS PAYABLE CONTACT NAME (if applicable)

CONTACT PHONE

BILLING ADDRESS

COMPANY NAME

BILLING CITY

BILLING ADDRESS

BILLING PHONE

CITY STATE ZIP

ACCOUNTS PAYABLE EMAIL

Reserve advertising space in the following editions:

Winter edition (Ad must be submitted by November 1)

Spring edition (Ad must be submitted by February 1)

Summer edition (Ad must be submitted by May 1)

Fall edition (Ad must be submitted by August 1)

Ad sizes/Cost: ¼ page | \$250

½ page | \$500

Full page | \$750

Ad Frequency: _____
(number of ads to run)

Ad color: Full color

Ad Art: To come

Enclosed

Expected Receive Date: _____

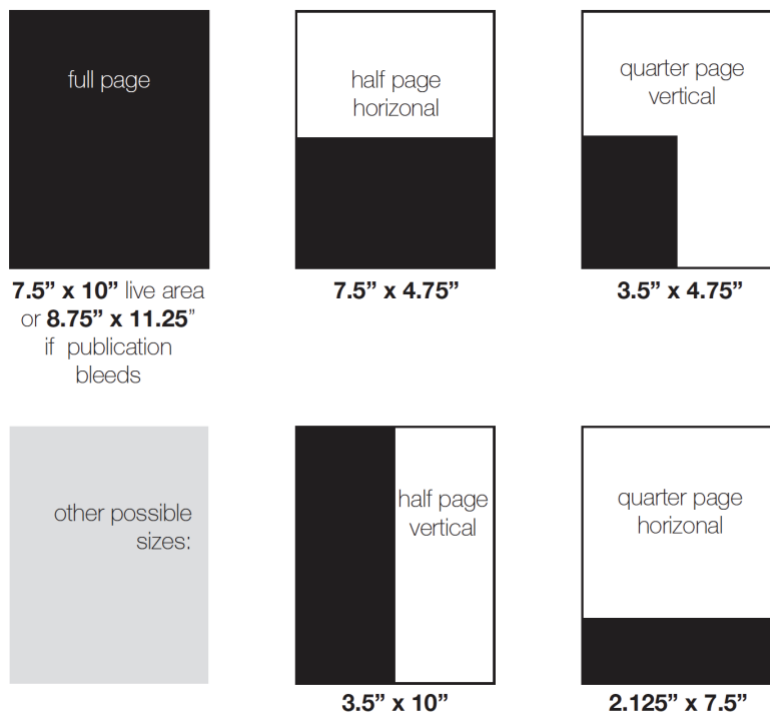
Total Cost: _____

Approval Signature: _____

Date: _____

NAEA Advertising Terms and Conditions:

Ad sizes/specs:



Payment: Accounts are due and payable upon receipt of invoice. First-time advertiser or agency on behalf of first-time advertiser must remit full payment with first insertion. Payment may be made by check, credit card, or via PayPal. Billing contact name, email, phone, and address must be included.

Cancellations: No cancellations will be accepted after specified deadline.

Short-Rates: Advertisers who do not insert the contracted amount of advertising space (within 12 months from date of first insertion) will be short-rated.

Inaccurate Rates on Insertion Orders: Inaccurate rates will be treated as clerical errors and ads will be published and charged at the appropriate rate in effect at the time of insertion.

Composition: Advertisers are requested to furnish camera-ready copy.

Format: Artwork must be submitted via email to jklingerkrebs@arteducators.org. Files may be InDesign, TIF, PDF, or EPS and must include all fonts and images when appropriate. Resolution: 300 DPI.

Additional Advertisement Preparation: At NAEA's discretion, advertisers may be billed for any additional work to complete preparation of ads.

Advertising Agencies: Advertising agencies will receive 15% commission on ad placements if said agency supplies final art. Publisher reserves the right to disallow an agency commission if remittance has not been made in full within 30 days. An advertiser will become liable for payment of any invoice to its agency if the invoice becomes past due by more than 30 days.

Proof of Ad: Web link will be sent to the advertising organization as proof of advertising once the edition has been published.

Color Ads: All ads for *NAEA News* are full color.