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|  |  | Sharpstown Civic Association News  Advertising Program 2022 |

The SCAN magazine is the official publication of the Sharpstown Civic Association Inc.; SCA is a non-profit 501©4 organization supporting single family residences of Greater Sharpstown, a deed restricted community.

In 2022 we will publish our 46th volume, having proudly served the Sharpstown community for four decades. The SCAN is now provided in full color with high-resolution photos and graphics. It is the primary source of news and information for residents of the 6800 homes inside Sharpstown’s boundaries. Delivered by the US Postal Service, SCAN circulation is estimated at 7,000 with pass-along readership estimated at 12,000 to 15,000. In addition, all issues can be viewed digitally on the SCA website, Sharpstowncivic.org.

SCAN editorial features focus on projects and events conducted by the Association, as well as community activities, human interest features, FAQ’s and more. The magazine is published bi-monthly, for a total of six issues annually.

The following table provides both advertising and editorial submission deadlines for 2022 publication:



**To Advertise in SCAN Magazine**

Please fill out the attached advertising agreement and enclose your payment Payable to: Sharpstown Civic Association (SCA)

Mail to: SCAN Advertisement Team

Address: P.O. Box 36559

Houston, Texas 77036-6559

Business Relations:

Scott Gilbert [Scott@sharpstowncivic.org](mailto:Scott@sharpstowncivic.org)

SCAN Editor:

Charmaine LeBlanc [cleblanc@libertyoffice.com](mailto:cleblanc@libertyoffice.com)

**Business Card (1/8 Page)**

3.5” Wide X 2.0”Tall

**RATE: $88 per Issue**

Additional charge do apply for designated position

Ask about 10% Discount Special

**Artwork Requirements**

All artwork should be submitted in high resolution, electronic format, at 300 DPI or greater. The publisher does not prepare or edit submitted files. However, our printing vendor has outstanding graphic designers that can create, design, or alter your artwork for a fee. Questions call Charmaine at 281.687.1323 or Email to: [cleblanc@libertyoffice.com](mailto:cleblanc@libertyoffice.com)

Email: [aarmas@printing-x-press.com](mailto:aarmas@printing-x-press.com)

**One Quarter (1 / 4) Page (TALL)**

3.75” Wide X 5.0” Tall

Or Alternate

**One Quarter (1 / 4 ) Page (Wide)**

7.5” Wide X 2.25”Tall

**RATE: $175 per Issue**

Additional charge do apply for designated position

Ask about 10% Discount Special

**Full (1) Page**

7.5” Wide X 10.0” Tall

**RATE: $700 per Issue**

Additional charge do apply for designated position

Ask about 10% discount special

**Half (1/2) Page**

7.5” Wide X 4.5” Tall

**RATE: $350 per Issue**

Additional charge do apply for designated position

Ask about 10% Discount Special



**SCAN ADVERTISING AGREEMENT**

This agreement is made and entered into effective as of this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 22 \_\_\_, by and

between, Sharpstown Civic Association Inc. and Advertiser’s Company Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Authorized Person’s Name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Advertiser agrees to advertise

in the SCAN Magazine for \_\_\_\_\_ issues per year 2022. Advertiser’s mailing address is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Houston, Texas \_\_\_\_\_\_\_\_\_\_\_\_\_\_; and my e-mail address

is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, contact phone # is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I understand to furnish high resolution, electronic format, and camera ready copy for our ad.

No Faxes or No Photocopies please. The entire draft must be submitted for review prior to approval by the SCAN advertisement team. I understand that the price may vary depending upon the size and position local of the advertisement inside the Magazine. Based on the advertisement rate shown below, I have selected \_\_\_\_\_\_\_\_\_\_ size per issue and shall pay the total amount of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. All advertisers’ are to be pre-paid the total amount prior to approval for any publication. Receipts shall be provided upon receipt of advertisers’ payments.

*I have agreed and accepted the term as stated in this agreement by signing below,*

Signed By: X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Authorized Person**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Advertising Rates** | | | | | |  | |  |  |  |  |
| **Size of Ad** | **Dimensions** | | | **Standard**  **Rate per issue** | | **10% off discounts**  (3 or more issues) | |  | **Add Premium** **Charge** (position) |  | **Sub-Total** |
| 1/8 Page | 3.5”Wx2.0”H | | | $ 88.00 | |  | |  |  |  |  |
| 1/4 Page Tall | 3.75”Wx5.0”H | | | $ 175.00 | |  | |  |  |  |  |
| 1/4 Page Wide | 7.5”Wx2.25”H | | | $ 175.00 | |  | |  |  |  |  |
| 1/2 Page | 7.5”Wx4.5H | | | $ 350.00 | |  | |  |  |  |  |
| 1 Full Page | 7.5”Wx10.0”H | | | $ 700.00 | |  | |  |  |  |  |
|  |  | | |  | |  | |  |  |  |  |
| Circle month issues: | | Jan-Feb | Mar-Apr | | May-Jun |  | |  | ***# of issues*** | **x** |  |
|  | | Jul-Aug | Sep-Oct | | Nov-Dec | | ***Total Amount Due:*** | | | **=** | $ |
|  |  | | | | | | | | |  |  |

**Payment Methods: Checks and all major credit cards are accepted**

**\_\_\_ Option A:** **Paid by Check (Payable to Sharpstown Civic Association)**

Check date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_\_\_ Option B:** **Paid by Credit Card**

Type of Credit Card: \_\_\_\_ Master Card \_\_\_\_ Visa \_\_\_\_ American Express \_\_\_\_ Discover Card

Credit Card number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiration date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Zip code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Charge Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SCAN Advertising Office Use:

Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Received $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_