



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.

This year, 2025, we will publish our 49th volume, having proudly served the Sharpstown community for nearly five 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 nearly 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 the 2025 publications:

Vol 49	Issues	Month Published	Submission Ad Draft Deadline	Final Proof Ad Deadline	Editor Deadline	Pickup From Printer	In US Mail
			SAT	SAT	WED	FRI	WED
2025	Jan-Feb	Feb	Feb 1	Feb 1	Jan 29	Feb 14	Feb 19
2025	Mar-Apr	Apr	Mar 29	Mar 29	Mar 26	Apr 11	Apr 16
2025	May-Jun	Jun	May 31	May 31	May 28	Jun 13	Jun 18
2025	Jul-Aug	Aug	Aug 2	Aug 2	Jul 30	Aug 15	Aug 20
2025	Sep-Oct	Oct	Sep 27	Sep 27	Sep 24	Oct 10	Oct 15
2025	Nov-Dec	Dec	Nov 29	Nov 29	Nov 26	Dec 12	Dec 17

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

P.O. Box 36559

Houston, Texas 77036-6559

Operations Manager: Scott Gilbert, Scott@sharpstowncivic.org

SCAN Committee Chair: Elizabeth Bagby Schooler, scaboard.schooler@gmail.com

Artwork Requirements & Ad Details

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, contact:

Elizabeth, 713.550.3351
scaboard.schooler@gmail.com

Scott, 713.789.2311
Scott@sharpstowncivic.org

Business Card (1/8 Page)

3.5" Wide X 2.0" Tall

See chart for pricing

Additional charge does apply for designated position

Ask about 10% Discount Special

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

See chart for pricing

Additional charge does apply for designated position

Ask about 10% Discount Special

Artwork Requirements & Ad Details - Continued

<p>Half (1/2) Page</p> <p>7.5" Wide X 4.5" Tall</p> <p>See chart for pricing</p> <p>Additional charge does apply for designated position</p> <p>Ask about 10% Discount Special</p>	<p>Full (1) Page</p> <p>7.5" Wide X 10.0" Tall</p> <p>See chart for pricing</p> <p>Additional charge does apply for designated position</p> <p>Ask about 10% discount special</p>
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SCAN ADVERTISING AGREEMENT next page...

SCAN ADVERTISING AGREEMENT

This agreement is made and entered into effective as of this ____ day of _____, 20____, 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 2025.

Advertiser's mailing address is: _____,

Houston, Texas _____ - _____;

Advertiser's e-mail address is: _____,

contact phone #: (____) ____ - _____ alt #: (____) ____ - _____

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

Initials

No Faxes, 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 of the location 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 pre-pay the total amount prior to approval for any publication. Receipts shall be provided upon receiving the advertisers' payments.

I have agreed to and accepted the terms as stated in this agreement by signing below,

Signed By: _____ Date: _____

Authorized Person

Title: _____

SCAN ADVERTISING AGREEMENT – Continued

2025 Advertising Rates (rates subject to increase)

Size of Ad	Dimensions	Standard Rate per issue (3 or more issues)	Standard Rate (one issue)	Premium Rate (position) inside front-back/back cover	Sub-Total
Business Card	3.5"W x 2.0"H	\$ 115.00	\$138.00	\$144.00/\$173.00	_____
¼ Page-Tall	3.75"W x 5.0"H	\$ 230.00	\$276.00	\$288.00/\$345.00	_____
¼ Page-Wide	7.5"W x 2.25"H	\$ 230.00	\$276.00	\$288.00/\$345.00	_____
½ Page-Tall	3.75"W x 10.0"H	\$ 455.00	\$546.00	\$569.00/\$683.00	_____
½ Page-Wide	7.5"W x 4.5H	\$ 455.00	\$546.00	\$569.00/\$683.00	_____
One Full Page	7.5"W x 10.0"H	\$ 915.00	\$1,098.00	\$1,145.00	_____

Circle months/issues:

Jan-Feb Mar-Apr

May-Jun Jul-Aug

Sep-Oct Nov-Dec

Initials

of issues: _____

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 \$ _____