

# 2024 Southfield Calendar Ad Insert Order Form

I would like to run a 4-color ad in the 2024 City of Southfield calendar.  
(Check your selection below.)

_____	1/8 page	2½" w x 4" h	\$ 300
_____	1/4 page	5" w x 4" h	\$ 600
_____	½ page	5" w x 8" h	\$1,200
_____	1 full page	10½" w x 8" h	\$2,400

(Check your selection below.)

- \_\_\_\_\_ Artwork is enclosed.  
\_\_\_\_\_ Please use same artwork from 2023 calendar.  
\_\_\_\_\_ Please call me to discuss layout for my ad.  
\_\_\_\_\_ Artwork to come by mail.  
\_\_\_\_\_ Artwork to come by fax.  
\_\_\_\_\_ Artwork to come by e-mail in a PDF or In Design file.

(Check your selection below.)

- \_\_\_\_\_ My payment of \$\_\_\_\_\_ is enclosed.  
\_\_\_\_\_ Please bill me. I understand my payment of \$\_\_\_\_\_ is due by December 15, 2024.

**\*All new advertisers are required to submit payment in full at the time of order.\***

Contact Name \_\_\_\_\_

Company \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Street Address \_\_\_\_\_

(P.O. Boxes not accepted)

City, State, Zip \_\_\_\_\_

E-mail address \_\_\_\_\_

Signature \_\_\_\_\_

## Return to:

City of Southfield  
Attn: Community Relations Department  
26000 Evergreen Road, P.O. Box 2055  
Southfield, MI 48037-2055  
Phone: 248/796-5130  
Fax: 248/796-5135  
[communityrelations@cityofsouthfield.com](mailto:communityrelations@cityofsouthfield.com)