



## Institute Program Insertion Order

Company \_\_\_\_\_

Name of contact person \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Should invoice order be sent to contact person?**    **Yes**    **No**    *If no, please specify below:*

Send invoice to \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

### Ad sizes and pricing

	Color	NON-BLEED (WxH)	BLEED SIZE (WxH)
Quarter-page	\$675	4.1875 x 5.25	4.6875 x 5.75
Half-page (horizontal)	\$940	8.375 x 5.25	8.875 x 5.75
Half-page (vertical)	\$940	4.1875 x 10.5	4.6875 x 11
Full page	\$1150	8.375 x 10.5	8.875 x 11

### Important deadlines

**April 19, 2022:** Program reservations due

**April 26, 2022:** Submit artwork to [advertising@naeyc.org](mailto:advertising@naeyc.org) for content approval by NAEYC

### Payment method

**For payment by check:** Make check payable to NAEYC with invoice # on check

**For payment by credit card:** Contact Nykki Lawrence at (800)424-2460 ext. 8829

**Mail checks to:** NAEYC

P.O. Box 96261

Washington, DC 20090-6261

**Email completed order**

**form to:** [advertising@naeyc.org](mailto:advertising@naeyc.org)

***All dates are tentative and subject to change.***

Contact NAEYC Advertising at  
[advertising@naeyc.org](mailto:advertising@naeyc.org)  
for availability of Cover 2, 3, or 4