

## Annual Conference Program Insertion Order

Company \_\_\_\_\_

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

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

Should invoice order be sent to contact person? Yes ☐ No ☐ If no, please specify in billing information:

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

Street \_\_\_\_\_

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

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

### Ad Sizes and Rates

Please select one (1) of the following:

<u>Ad Placement</u>	<u>Black &amp; White</u>	<u>Color</u>	<u>Artwork Size (W x H inches)</u>
Half-page (horizontal)	<input type="checkbox"/> \$1,500	<input type="checkbox"/> \$2,700	Trim Size: 8.375 x 5.25 (With Bleed: 8.625 x 5.5)
Full page	<input type="checkbox"/> \$2,200	<input type="checkbox"/> \$4,100	Trim Size: 8.375 x 10.5 (With Bleed: 8.625 x 10.75)

*Interested in a cover page?*

*Contact Codi Trump at [ctrump@naeyc.org](mailto:ctrump@naeyc.org) for availability of Covers 2, 3, & 4*

### Important Deadlines

**August 22, 2025:** Program reservations due.

Send completed reservation form to [advertising@naeyc.org](mailto:advertising@naeyc.org).

**September 5, 2025:** Submit artwork to [advertising@naeyc.org](mailto:advertising@naeyc.org) for content approval by NAEYC.

### Payment Method

An invoice will be delivered to contact person via email. Payment is kindly requested within 30 days of receiving the invoice.

**Credit Card:** Follow the link received with the invoice.

**Check:** Make check payable to NAEYC with invoice # on check.

Mail to P.O. Box 96261, Washington, D.C. 20090-6261.

**ACH/Wire:** Request information from Codi Trump at [ctrump@naeyc.org](mailto:ctrump@naeyc.org).