



# INSERTION ORDER

Date \_\_\_\_\_

Advertiser Name \_\_\_\_\_

**Agency/Contact**

Name \_\_\_\_\_

Company/Agency \_\_\_\_\_

Address \_\_\_\_\_

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

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

**CSO Issue**

January 2007       May 2007       September 2007

February 2007       June 2007       October 2007

March 2007       July 2007       November 2007

April 2007       August 2007       December 2007

**Position** \_\_\_\_\_

**Ad Size** \_\_\_\_\_

**Ad Color**

4-color       2-color  \_\_\_\_\_

Other \_\_\_\_\_

**Materials** (please check one)

New

Pick up from  \_\_\_\_\_

**Headline** \_\_\_\_\_

**Rate** \_\_\_\_\_

**Other** \_\_\_\_\_

**Material Due** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Name** (please print) \_\_\_\_\_ **Title** \_\_\_\_\_