



Featuring The Harbour School's 20<sup>th</sup> Annual Live and Silent Auction and Our Exciting Online Auction!

## Auction Catalog Advertising Form

Individual or Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Contact Person: \_\_\_\_\_

*(Please return the completed worksheet with your check made payable to "The Harbour School" by mail to 1277 Green Holly Drive Annapolis, MD. 21409 Attn: Development Department. Ad must be received by March 1, to be included in the program. To process credit card payment, call us at 410-974-4248*

### **Yes, I would like to Advertise in the Auction Program!!!**

\_\_\_\_ Full page COLOR \$400

\_\_\_\_ My ad artwork is attached.

\_\_\_\_ Full page B&W \$250

\_\_\_\_ I want to use the same ad I used last year.

\_\_\_\_ 1/2 page B&W \$135

\_\_\_\_ My ad is text only.

\_\_\_\_ 1/4 page B&W \$75

\_\_\_\_ I want to include a photo with my text ad

\_\_\_\_ I have attached the photo. \_\_\_\_ I will email the photo.

\_\_\_\_ Business Card B&W \$25

\_\_\_\_ Call me to discuss my ad.

**FOR TEXT ONLY ADS** Email to: [yhudson@harbourschool.org](mailto:yhudson@harbourschool.org) or, if you cannot email, WRITE YOUR TEXT IN THIS SPACE

**Copy and/or artwork deadline for all ads is MARCH 1, 2010**  
**Specifications on reverse side**

**Please return worksheet & check to:**

The Harbour School  
Attn: Auction  
1277 Green Holly Drive  
Annapolis, MD 21409

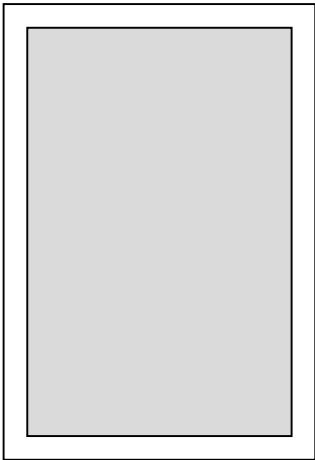
**Please direct questions to:**

Yvonne Hudson  
Director of Development  
410-974-4248 Voice Mail: x101  
yhudson@harbourschool.org

**Proceeds benefit students of The Harbour School.**

The Harbour School is a registered 501(c)3 nonprofit organization.

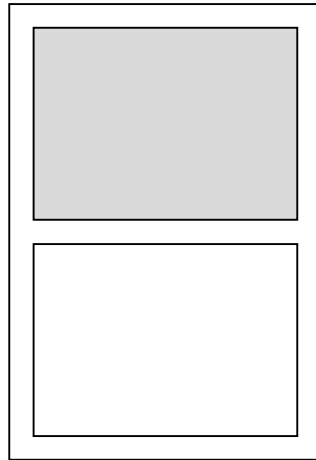
## Harbour Hugs for Heroes AUCTION CATALOG ADVERTISING GUIDE



### FULL PAGE ADS:

Size: 7" x 10"

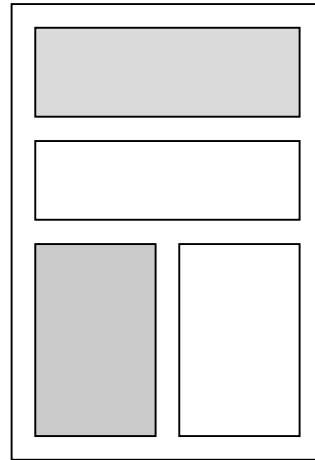
Price: \$200



### HALF PAGE AD

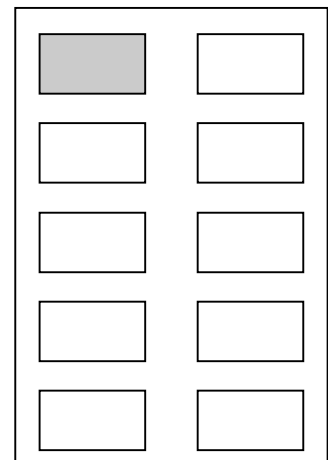
SIZE: 7" x 4.75"

Price: \$125



### QTR. PAGE AD

Horizontal  
SIZE: 7" x 2.25"  
Vertical  
SIZE: 3" x 4"  
Price: \$75



### BUSINESS CARD AD

SIZE: 3.5" x 2"

Price: \$25

### ALL PAGES

Trim Size: 8.5" x 11"

### MEDIA AND FILE FORMATS

Ad layout files should be submitted on CD or by email if less than 2 megs. Images files in TIFF or JPEG format should have minimal resolution of 300 dpi. InDesign, Quark, or PageMaker files should be exported to one of the file formats above. A print out of the ad, at 100% should accompany all files.

**ATTACH Business Cards** to your order form. They will be scanned for inclusion in the catalogue and will be printed in black and white.

**TEXT ADS** – Write text in space on first sheet.

**HARBOUR FAMILIES** – May include a photo of your family or student with your text ad. Attach the picture to this form or email the file as directed.

### COLOR

**All ads should be black and white.** Color business cards/photos will be printed in black and white.

### DELIVERY

Files may be submitted electronically via email to: [ssullivan@harbourschool.org](mailto:ssullivan@harbourschool.org) Files larger than 2 megs should be zipped {Using WinZip, Stuffit or similar utility} before emailing. Files on CD may also be mailed or hand delivered to:

Yvonne Hudson  
Director of Development  
The Harbour School  
1277 Green Holly Drive  
Annapolis, MD 21409  
Phone: 410-974-4248

**DEADLINE: All ads & payments due by March 1, 2010**