



www.hrwards.org

2009 Program Booklet Ad Specifications

Accepted formats for full-color ads

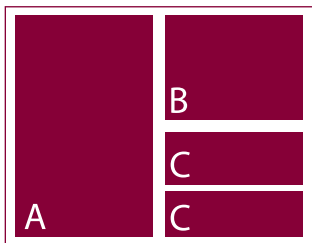
1. Adobe Acrobat PDF
All graphics and fonts must be embedded
2. Adobe InDesign or Quark XPress file (include all images, logos, etc.).
 - a) *All fonts must be Adobe fonts (no True Type)*
 - b) *Colors must be specified as CMYK. Any other color format will be converted to black or CMYK process at the designer's discretion.*
3. Photoshop file

Additional Information

- Programs meant for general office use such as Microsoft Word and Powerpoint SHOULD NOT be used.
- No True Type fonts, system fonts or forced timesteps (i.e. italic, bold). Doing so may cause your fonts to default to another font.
- Images should be 300 dpi (bitmaps – 1200 dpi).
- To submit an ad on CD, please send as a MacOS compatible only, QuarkX-Press or Adobe InDesign document with all files and fonts included along with a hard copy of the ad.

Please indicate with your information and ad, what size you are purchasing. If submitted ad does not fit recommended sizes as stated above, ads will be resized using the designer's discretion.

Booklet Ad Sizes & Costs:



- A. Full-page ad = \$500
no bleed: 4" (w) x 9 3/4" (h)
- B. Half-page ad = \$275
4" (w) x 4 3/4" (h)
- C. Quarter-page ad = \$150
4" (w) x 2 1/4" (h)

Submitting your ad

Via email (for files smaller than 10MB): info@jackoutofthebox.com

Via FTP (for files 10MB and larger): [Go to jackoutofthebox.com/ftp](http://Go%20to%20jackoutofthebox.com/ftp)

Via mail on CD or DVD: Jack Out of the Box Designs
c/o HR Department of the Year Awards
22 E. Wissahickon Ave.
Flourtown, PA 19031

Questions about submission: 610-574-1996

info@jackoutofthebox.com

ALL AD MATERIALS ARE DUE BY FRIDAY, OCTOBER 23, 2009, BY 5 P.M.

For booklet advertising information: Seamless Events Inc.

info@seamlesseventsinc.com

484-461-1067