



EMPTY CLOSET ADVERTISING CONTRACT

ADVERTISING POLICIES

Method of Payment

- First time ads must be pre-paid
- Cash/Check/MC/Visa/AmEx
- Billing available for established accounts with Net 15 terms

Advertising Guidelines

- All ad copies must be submitted by the 10th of the month for publication in the following month's issue.
- Print-ready ads to be sent in .pdf or .jpg format
- First-time advertisers: ad pdf must be accompanied by signed contract and pre-payment; first-time advertisers must pay in advance for first three insertions.
- Ads to be designed by the Empty Closet must have all graphics and text provided by the 10th. Designer will provide proofs upon advertiser request. \$60 first hour and \$35 per additional hour will be added to ad cost.
- In advertiser requires an extension, the Empty Closet must be notified in writing by the 10th. We will do our best to accommodate late advertisements, but cannot promise inclusion.
- If an ad is cancelled after the 10th, removal of ad may not be possible. If the ad is run the advertiser agrees to pay for cost of ad.
- The same ad will run in each issue pursuant to the terms of this contract unless notification is made prior to the 10th of the month.
- The Empty Closet is not responsible for errors or omissions in ad copy submitted by the advertiser.
- The Empty Closet is not responsible for any losses associated with advertising.

Content Policy

Ads must comply with legal regulations, so the Empty Closet does not allow certain kinds of adult content in advertisements. All advertisers must affirm that they fully support lesbian, gay, bisexual, transgender, and intersex people in their full identities and support their right for full legal equality and efforts to end violence, bias, and discrimination against them. Failure to comply may result in actions by the Alliance which may result in refusal or cancelation of your ad.

BUSINESS INFORMATION

Name of Advertiser: _____

Legal/Business Name: _____

Address: _____

Contact person: _____

Phone: _____

Email: _____

Fax: _____

AD INFORMATION

Requested ad size:

1/12 1/8 1/4 1/2 Full Page Back Cover

Ad Orientation: Horizontal Vertical

Ad Color: Full Color Black & White

Print-ready: Yes No

Calendar month(s) in which ad will run:

February March April May

June July August September

October November December/January

Cost of the ad: \$ _____

Number of times ad will run: _____

Total cost: \$ _____

BILLING INFORMATION

Contact Name: _____

Phone: _____

Fax: _____

Billing Address: _____

E-Mail: _____

PAYMENT INFORMATION

MasterCard VISA Am.Express Check

Cardholder Name: _____

Credit Card Number: _____

Expiration Date: _____

Phone Number: _____

AUTHORIZATION

The undersigned is authorized to provide the above information, certifies that it is correct, and understands it is for establishing a new account and/or credit from the Empty Closet/Out Alliance. Further, should credit be granted, the Empty Closet will render statements of charges and payments each month. In case of default on the terms of this agreement all legal fees, court costs, and collection fees will be paid by the applicant. A \$35 service charge will be assessed on all returned checks.

Signature: _____

Date: _____