

THE WORKMEN'S CIRCLE ANNUAL WINTER BENEFIT

JOURNAL AD SPECIFICATIONS

Thank you for your support of the 2018 Workmen's Circle Winter Benefit. Submission instructions, specifications, and deadlines for the Virtual Tribute Journal are below.

FILE SIZES

- 1/4 Page Ad Unit — 5" w x 3.75" h
- 1/2 Page Ad Unit — 5" w x 7.625" h
- Full Page Ad Unit — 10.125" w x 7.625" h

ELECTRONIC FILES ONLY

All ads must be submitted via email or Dropbox at <http://bit.ly/WinterBenefit2018>

ACCEPTABLE FILE FORMATS

The following file formats will be accepted (in order of preference):

- PDF*
- High Resolution (300 dpi or greater) PSD, TIFF or JPEG
- Illustrator EPS**

Journal Ad units may be B+W or Full Color. All ads are non-bleed and a border may be placed around each unit.

NOTE: Ad units that exceed spec sizes will be scaled to fit. Ads that are smaller will be centered in the allotted space.

DESIGN ASSISTANCE AVAILABLE

If you would like to have us prepare your journal ad for you, please send your message as text typed in the body of an e-mail or in an attached Word document. If you would like to include a photo or artwork with your message, please e-mail TIFF or JPEG images as an attachment (and not embedded in the Word document). All ad units will be proofread, but not fact-checked.

Please submit your journal ad unit artwork or any questions pertaining to your journal ad unit to Jaime Gorelick at JGorelick@circle.org.

All artwork must be submitted by Monday, November 26, 2018.

*PDF files: all fonts must be embedded. The final output must be formatted for high resolution printing

**Vector EPS: all fonts must be converted to outlines

