

# ADVERTISING INSERTION ORDER

To:	_____
From:	_____
Date:	_____
Fax:	_____

579 N. First Bank Drive, Suite 220  
 Palatine, IL 60067  
 ph: 847.359.6493  
 fx: 847.359.6754



Advertise _____
Address _____
City _____ ST _____ Zip _____
Phone _____ Fax _____
Ordered By _____

Agency _____
Address _____
City _____ ST _____ Zip _____
Phone _____ Fax _____

Advertising Specifications	
<b>2008</b>	Spread _____
<b>Issue</b>	Full page _____
Jan/Feb _____	2/3 page _____
March _____	1/2 page _____
April _____	1/3 page _____
May _____	Double-Lit 2/9 _____
June _____	Prod-Lit 1/9 _____
Jul/Aug _____	Horizontal _____
September _____	Vertical _____
October _____	
November _____	4-color _____
December _____	2-color _____
	B&W _____
Shipping Instructions	
<b>MATERIALS TO:</b>	
Architectural Products	
Attn: Dave Pape	
579 N. First Bank Drive, Suite 220	
Palatine, IL 60067	
ph: 847.359.6493	
fx: 847.359.6754	
dave@arch-products.com	

Special Instructions	
Ad Caption _____	
Materials:	New _____
	Pick-Up(of) _____
Positioning _____	
Billing Information	
Gross Rate _____	
Agency Comm. _____	
Net Rate _____	
Frequency _____	
Billing Address	
Bill to:	Client _____ Agency _____
Address _____	
Approval _____	
	signature
	_____
	title date