



Please verify and complete this form, sign on the bottom and mail/fax it back to us. (Fax to 800-690-8136)  
 Lamorinda Weekly | P.O.Box 6133 | Moraga, CA 94570-6133.  
 Send your graphic artwork to wendy@lamorindaweekly.com

**Your Contact Information**

Name  
 and  
 Address:

Phone:

Cell:

Fax:

Email:

**How do you prefer us to contact you?**

by email

by phone

<b>Ad size:</b>	<b>Ad width:</b>	<b>1 column</b> 1.875"	<b>2 column</b> 3.875"	<b>3 column</b> 5.875"	<b>4 column</b> 7.875"	<b>5 column</b> 9.875"
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**Ad height:** inch

<b>Color:</b>	<b>full color</b>	<b>one color</b>	<b>black &amp; white</b>
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**Frequency:** other:

your first insertion date: next available or type date here:

**Graphic Artwork:** I will send my camera ready artwork per email to wendy@lamorindaweekly.com  
 Lamorinda Weekly already has my artwork. Use as is **no changes** needed  
 Lamorinda Weekly already has my artwork. **Changes required**, please contact me  
 I would like Lamorinda Weekly to do my graphic artwork  
 Graphic Artwork is subject to approval.

**Advertising Cost:** Price per insertion: \$ Ad cost is invoiced and payable per issue.

**\* Please note that your payment must be cleared before we can post your ad.**

**Payment: Check payment mail to: Lamorinda Weekly, P.O. Box 6133, Moraga, CA 94570**

**Credit card payment**

Credit Card Information fax to: 1-800-690-8136;  
(you may also scan the form and email it to wendy@lamorindaweekly.com)

Card Type: Visa    Master Card    American Express

Name on card:

Card Number:

Expiration Date:

Billing Address (if different from above)

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**Please use this  
box for notes:**

**Thank you for your order. A Lamorinda Weekly sales representative will contact you to confirm details and payment.**

**Please carefully read our terms about your ad content. You must agree by checkmark the box below if you want us to post your ad.**

All contents of advertisements are subject to Lamorinda Weekly's approval. Lamorinda Weekly reserves the right to reject or cancel any advertisement, insertion order, space reservation or position commitment at any time, or to remove any advertisement from any website page controlled by Lamorinda Weekly, or to reject any URL link embedded within any advertisement. By placing an ad, you permit Lamorinda Weekly to publish the ad in both printed and online editions.

(b) Ads may not contain offensive or inappropriate language.

(c) By requesting ad placement on Lamorinda Weekly, you warrant and represent to Lamorinda Weekly that you will be fully responsible for the terms (including, without limitation, product description, price and compliance with all applicable laws and regulations) of any contract for the sale of goods or services to customers who have seen the advertisement displayed by Lamorinda Weekly.

(d) If an ad includes a price, special discount, or "free" offer, it must be clearly and accurately displayed in your advertisement or on your website's landing page.

(e) All ad category placements are the sole discretion of Lamorinda Weekly. Any ad that has not been assigned a specific category will be placed in the category Lamorinda Weekly deems appropriate.

(f) Lamorinda Weekly assumes no responsibility for typographical errors, but if at fault, will reprint any portion of an advertisement in which an error has occurred, in the following edition.

See also our complete [Terms and Conditions](#).

**I agree to the Terms and Conditions:**

Date

Signature

Print name

**Lamorinda Weekly, P.O. Box 6133, Moraga, CA 94570-6133**  
call 925.377.0977; fax 800.690.8136; info@lamorindaweekly.com; www.lamorindaweekly.com