



**Email Insertion Order to:**  
Charleston Home Builders Association  
ashley@charlestonhomebuilders.org

## **CHBA Builder News Newsletter Sponsorship Insertion Order**

CHBA Builder News is a monthly newsletter publication of the Charleston Home Builders Association. Sponsorship space is limited to current Charleston HBA members. Sponsorship acceptance/placement will be determined by the CHBA staff. If the ad cannot be placed as agreed, the member will be contacted immediately.

When submitting camera-ready ads, ONLY digital files in PDF or JPG format will be accepted. Sponsorship agreement and camera-ready ad must be submitted to the Charleston Home Builders Association by the 15th of the month prior to the publication you wish to be included in order to guarantee the inclusion of your ad in the desired publication date. In order to keep our prices affordable, ad production services are no included in the sponsorship rates. Additional fees will apply in the event the CHBA must produce your ad.

Please provide the following information so we may contact you about your ad:

MEMBER NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

COMPANY: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**CIRCLE desired ad size with number of times you would like your ad to included.** All ads will start the following month after submittal of the 15th the month prior and run consecutively till end of contract. It is the responsibility of the sponsor to send a new ad or old ad will automatically run the same unless new ad is sent by the 15th the month prior.

	<b>Back Page</b>	<b>Full Page</b>	<b>1/2 Page</b>	<b>1/4 Page</b>	<b>Business Card</b>
<b>3 months</b>	\$500	\$400	\$300	\$250	\$200
<b>6 months</b>	\$900	\$700	\$550	\$450	\$375
<b>12 months</b>	\$1600	\$1300	\$1000	\$800	\$700

I understand the Charleston Home Builders Association reserves the right to deny, remove or cancel ad contracts and/or publication of ads at any time , and will not knowingly accept any ads that are in violation of the law.

MEMBER SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

<p><i>For CHBA Office use ONLY:</i></p> <p>Ad Start Date (MM/YY) _____</p> <p>Ad End Date (MM/YY) _____</p>
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