



# Advertising Order Form

Please attach your business card here

**www.PartyPlanningExpo.com**

28562 Oso Parkway Suite D-510  
Rancho Santa Margarita, CA 92688

Phone: 949-702-7872 • FAX: 949-766-6402

Date: \_\_\_\_\_

Sales Executive: \_\_\_\_\_

Thank you for placing an order for advertising with Events by Lisa B (EBLB). EBLB's acceptance of your order is subject to your acceptance of our Advertising Terms and Conditions. You acknowledge your acceptance by completing this agreement and returning it to us. All phone reservations must be confirmed by faxing this agreement to the number above. All agreements must have an authorized signature. To be accepted by EBLB, all orders must be paid in full.

Contact Person/Title: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

FAX #: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Artwork Submission

Digital artwork must be in high-resolution (300 dpi) eps, jpeg, tiff, or PDF submitted on disc or via E-mail. If digital artwork is unavailable, high quality, camera-ready artwork is fine. E-mail digital artwork to: [eventsbylisab@yahoo.com](mailto:eventsbylisab@yahoo.com). Mail hard copies or discs to: **OC Party Planning Expo 2008** • 28562 Oso Parkway Suite D-510 • Rancho Santa Margarita, CA 92688

No ad? No problem. For low-cost ad design, please E-mail [eventsbylisab@yahoo.com](mailto:eventsbylisab@yahoo.com) and our advertising specialist will contact you.

## Print Deadline - April 30, 2008

Artwork received after **May 1, 2008** may not make the printing.

**Ad Size Selected:**  Full Page (4¼" x 7¼") \$500  Half-Page (4¼" x 3½") \$350  Business Card (2"x3½") \$200

Special Instructions: \_\_\_\_\_

Advertising Total: \$ \_\_\_\_\_ Customer Signature: \_\_\_\_\_

## Payment:

Check Info: (make checks payable to Events by Lisa B) Check Number: \_\_\_\_\_

Credit Card Billing Info: (For ease of payment or due to security concerns, you are welcome to pay on-line at [www.partyplanningexpo.com](http://www.partyplanningexpo.com))

Visa  MasterCard  Discover  American Express

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV Code: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Cardholder Address: (if different) \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Advertising Terms and Agreements

### Rate Policy

Rate protection for advertisers that sign a one-time event contract is for that event only. Events by Lisa B (EBLB) reserves the right to change rates upon notice.

### Payment

Advertisers must submit pre-payment with their order

### Changes or Corrections

Requested changes or corrections to advertising material must be presented in writing and received by EBLB within 48 hours of the materials deadline date. Any changes or corrections are made at EBLB's sole discretion. Advertiser agrees to pay for any costs incurred as a result of such changes or corrections.

### Miscellaneous

The subject matter, form, size, wording, illustration and typography of the advertising shall be subject to the approval of EBLB. EBLB shall have the right to object or omit any advertisement that EBLB, in its sole discretion, considers unsuitable for any reason. The advertiser agrees to indemnify and hold harmless EBLB, its directors, officers, employees, agents, and members for all losses, costs, damages and expenses, including reasonable attorneys' fees, arising from any claim for infringement of the rights of third-parties based upon publication of the advertising in question. No terms and conditions for any advertising other than those stated herein shall be binding on EBLB, except with its explicit written consent. EBLB shall have no responsibility or liability for any materials sent it neither by any advertiser nor for any errors in any advertising form, size, wording, illustration, typography, or any other matter relating to any advertiser, including the advertiser index.

Accepted/Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_