

# Charles Town's Heritage Day Festival Program Sponsor Application

September 16-18, 2011

Charles Town, West Virginia

Registration begins April 15, 2011; Deadline August 1, 2011

**Please PRINT all information clearly.**

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Business Name: \_\_\_\_\_

**Please choose one of the following...**

Full page ad 7.8 by 4.5 inches \$120.00 *(If designed by City - \$240.00)*

Half page ad 3.9 by 4.5 inches \$60.00 *(If designed by City - \$120.00)*

Quarter page ad 3.9 by 2.25 inches \$40.00 *(If designed by City - \$80.00)*

All ads must be sent via email to [katie@charlestownwv.us](mailto:katie@charlestownwv.us) by August 1, 2011. Ads should be submitted in a high resolution JPEG or PDF. Programs will be released 2-3 weeks prior to the event. The fee is due at the time the application is submitted. Late submissions will not be published and will forfeit the deposit. Any ads not paid in full by August 1, 2011 will not be published.

Amount Enclosed: \_\_\_\_\_

Please make checks payable to: **City of Charles Town**

Signature \_\_\_\_\_ Date \_\_\_\_\_

To Reserve space in the program please mail **completed** registration form  
**WITH** check or money order to:  
Katie See, 101 E. Washington St., Charles Town, WV 25414

Questions? Contact Katie See: (304) 725-2311 x 244 or [katie@charlestownwv.us](mailto:katie@charlestownwv.us)

OFFICE USE ONLY: Date Rec'd \_\_\_\_\_ Payment \_\_\_\_\_ Ad received? \_\_\_\_\_

The Charles Town Heritage Festival Program will be 8 ½ inches tall by 5 ½ inches wide. The cover of the program will be printed in color and the interior sheets will be printed in black and white. All ads should be emailed to Katie See at [katie@charlestownwv.us](mailto:katie@charlestownwv.us). Ad format should be a high resolution jpeg or PDF. Programs will be released 2-3 weeks prior to the festival. The fee is due at the time the application is submitted. The remaining amount is due on August 1, 2011.

