



**American Guild of Organists
2017 Mid-Atlantic Regional Convention
Hosted by the Richmond, VA Chapter
Sunday, June 25 to Wednesday, June 28, 2017**

ADVERTISER INFORMATION

Advertising Contact

Larry Heath
2017ads@richmondago.org

Program Book Chair

Bruce Stevens
bbstevens@erols.com

Convention and Chapter Mailing Address

The Richmond Chapter of the AGO
2017 Mid-Atlantic Regional Convention
P. O. Box 8644
Richmond, VA 23226

Convention Website

<http://2017.richmondago.org/>

for advertising

<http://2017.richmondago.org/advertising-and-exhibiting/>

Advertising Information

This mailing includes the contract and information sheet for all sponsorships and advertising opportunities for the Convention. We hope that you also consider other financial support of our event, as we certainly appreciate and welcome all patronage from our commercial friends.

The deadline for ad copy delivery is **APRIL 17, 2017**.

Ad sizes and prices are listed on the enclosed contract form.

The book's back page ad will be printed as a full page ad, and will be in color. All other ads will be printed in black and white.

Ad placement will be on a 'first come, first served' basis and will be decided by the Program Book Chair. Every reasonable attempt will be made to honor requests of particular placement locations.

Submitted ad copy must be sized exactly to the size specified on the contract form and desired by the advertiser. We will not be able to resize any ad submitted.

Ads placement for the printed book will also be posted to the Convention's website as soon as the copy and graphics of the ad are received. There is no additional charge for this online placement.

Submitted ads must be in the format of one of the following types of electronic files –

.jpg	.pdf
.jpeg	.gif
.tif	.tiff
.bmp	

To Place an Advertisement

Fill out the contract form and make a copy for your records (the form is also available on the convention's website). Your check and the form should be made payable to the **Richmond Chapter AGO**, and mailed to the attention of the Advertising Contact at the Chapter's mailing address.

Upon receipt of your contract and payment, a confirmation of your ad reservation will be sent to you.

To Submit the Ad Copy

Your ad copy should be sent via email to the Program Book Chair, Bruce Stevens, at bbstevens@erols.com before the deadline date of April 17, 2017. The ad should be sent as an attachment to the email.

In the body of the email message, please confirm to Mr. Stevens the size of the ad you are submitting and have paid for. Ads will not be placed in the Convention Book until payment has been received by the Convention Treasurer.