

Order Form and Contract to Advertise in The Current Sauce

Attn: The Current Sauce * Northwestern State University * Natchitoches, LA 71497

Tel: 318-357-5456 * Email: thecurrentsauce@gmail.com

1. Name of entity being advertised: _____
2. Entity to be billed: Name: _____ Relationship to #1: same other: _____
 - a. Billed entity type: sole proprietorship LLC corporation govt agency other: _____
 - b. Street Address: _____
 - c. Mailing Address: _____
 - d. Phones Office landline: _____ Cell: _____
 - e. Contact person: _____ Title of contact person: _____
 - f. Email of contact person: _____ Email of entity: _____

Order

Another page is attached for multiple ads: Yes No

1	Ad timing*	First date:	Last date:	Year:
2	Ad frequency	<input type="checkbox"/> once <input type="checkbox"/> twice	<input type="checkbox"/> 3X <input type="checkbox"/> 4X <input type="checkbox"/> 6X	<input type="checkbox"/> other: _____
3	Ad size	<input type="checkbox"/> Full page <input type="checkbox"/> 1/2 page	<input type="checkbox"/> 1/4 page <input type="checkbox"/> 1/8 page	
4	Special positioning**	<input type="checkbox"/> News <input type="checkbox"/> Arts & Living	<input type="checkbox"/> Sports <input type="checkbox"/> Opinion <input type="checkbox"/> no pref.	
5	Design service request	<input type="checkbox"/> Yes <input type="checkbox"/> No		
6	Layout selection***	<input type="checkbox"/> 10 x 3.25	<input type="checkbox"/> 5.93 x 5.47	

* All ad materials must be submitted by noon the Friday **preceding** the Wednesday that the ad is to appear.

** Only available for 1/4 and 1/8 page ads. Full and half page ads will all be placed on the back of the newspaper.

*** Only applies to 1/4 page ads.

AGREEMENT

1. This is an agreement between The Current Sauce and the entity to be billed ("Advertiser").
2. The Current Sauce reserves the right to reject advertising. This includes, but is not limited to, political ads and ads that might be mistaken for articles or commentary, unless the advertising material includes the word "Advertisement" in a 14 point, bold, easily readable font at the top of the ad. The Current Sauce shall refund the amount actually paid by the Advertiser for a rejected advertisement. Advertiser assumes any and all liability that may arise out of ad content, whether images or text.
3. The Current Sauce publishes weekly during the regular school year with little exception. Liability for failure of The Current Sauce to insert an ad is limited to refund of monies already paid, if any, by Advertiser for the issue affected.
4. Cancellations must be received in writing prior to the advertising deadline. Advertiser agrees to pay for the insertion if it cancels late or does not cancel at all, or submits materials too late to be used.
5. Advertising materials must conform to The Current Sauce size specifications. Ads not meeting specifications will be rejected. Charges for changes from original layout and copy will incur an additional design charge. The Current Sauce does not always keep ad materials. Accordingly, advertisers desiring their return must arrange this in advance.
6. Payment shall be made to The Current Sauce with the ad submission. For recurring ads, Advertiser shall not withhold payment until the end of the ad's time period. Failure of Advertiser to pay The Current Sauce on time prevents the advertisement from being inserted. Advertiser shall pay \$50 for all returned checks. Advertiser is responsible for the costs of collection of amounts past due, including attorney fees and liquidated damages in the amount of 10%/annum on the amount past due.
7. This contract constitutes the entire agreement between the parties. All prior or contemporaneous discussions and agreements are superseded by this written contract.

I warrant that I have authority to bind Advertiser. I have read this contract and agree to its terms.

Date Signature of Advertiser Title