

Birthday Announcement

SUBMITTED BY:

Name: _____

Address: _____

Home phone: _____ Cell phone: _____

Email: _____

Requested Thursday for publication: _____

Please submit all announcements by the Tuesday prior to publication date.

Please type or print information clearly. The Courier-Tribune can use this form to write the announcement or you may use it as a reference to write your announcement as you would like it published. All announcements are edited for spelling and grammar, according to Associated Press guidelines.

A photo may be added to any of the following packages. For photo options, please see the next page.

COMPLIMENTARY (Free):

Honoree's first & last name: _____

Date/location of birth: _____

Cards may be sent to: _____

STANDARD (\$25):

Celebration information: _____

Spouse's name, date of marriage, date of death (if applicable): _____

Names of children (spouses): _____

Number of grandchildren, great-grandchildren: _____

Former towns of residence in the area: _____

Continued on next page...

DELUXE (\$50)

Location of children (city/state): _____

Names of grandchildren, great-grandchildren: _____

Work/retirement information: _____

Current activities/memberships: _____

Additional information: _____

PHOTO OPTIONS

- An original black and white OR color photo is requested (no photocopies)
- If you bring your photo in person, we can scan the photo and return it to you at that time
- Photos may be emailed to **announcements@mycouriertribune.com**
- Photos should be sent as a JPEG or TIFF file and be clearly identified with the couple's names and type of announcement
- To have the photo returned by mail, please include a self-addressed, stamped envelope

Single Column



1.61" wide & 2.5" tall
Black & White: \$15
Color: \$25

Double Column



3.34" wide & 2.5" tall
Black & White: \$30
Color: \$40

SELECT AN ANNOUNCEMENT PACKAGE

- Complimentary – \$0
- Standard – \$25
- Deluxe – \$50

..... **Announcement Package Cost: \$** _____

SELECT A PHOTO SIZE

- Single column – \$15
- Double – \$30
- Color – additional \$10 to either size

..... **Photo Cost: \$** _____

..... **GRAND TOTAL \$** _____

HOW TO SUBMIT THIS FORM

Mail: Courier-Tribune, Attn.: Celebrations, 104 N. Main St., Liberty, MO 64068

Fax: (816) 414-3340 (*Photos cannot be faxed*) • **Email:** announcements@mycouriertribune.com

In Person – Liberty: 104 N. Main St., Liberty, MO 64068 **Office Hours:** 8 a.m. - 5 p.m. on Mon. - Fri.

In Person – Kearney: 102 W. Washington St., Kearney, MO 64060

Office Hours: 8 a.m. - 1 p.m. and 2 - 5 p.m. on Mon., Tue., Thu., & Fri. (closed Wed.)

Questions? Call the Announcement Desk at (816) 454-9660