



## Newsletter Inserts

### Newsletter Insert: \$300 Entrepreneur; \$150 Non-Profit, Business - Visionary; Free With Newsletter Insert Coupon

Our monthly Commerce Update newsletter helps to keep members informed of important issues and opportunities throughout the month. With distribution to 1,550 area business leaders it offers you a wonderful marketing tool.

Newsletter Insert parameters:

- 1,550 inserts need to be delivered to the Chamber office by the 15<sup>th</sup> of the month prior to the publication date. For example, if an insert is to appear in the September issue, the inserts must be received at the Chamber by August 15<sup>th</sup>. Please deliver inserts to the Chamber office at 7130 W. Grandridge Blvd., Kennewick.
- Insert page size must be 8 ½ x 11
- 1-page (8 ½" X 11"; can be copied front and back)
- Inserts printed on cardstock can **NOT** be accepted, **24 lb Maximum**)
- **Reservations are required**
- Two week cancellation to avoid penalty
- **"No shows" will be invoiced**
- No more than 12 inserts will be inserted into each Commerce Update newsletter

We thank you for your continued support of the Chamber and our newsletter insert program. We look forward to showcasing your company in an upcoming Commerce Update. Please contact Tracie Arnold at [tracie.arnold@tricityregionalchamber.com](mailto:tracie.arnold@tricityregionalchamber.com) or call (509) 736-0510 to further explore this opportunity.

If you would like to place an insert in an upcoming Commerce Update newsletter, please return a signed copy of this agreement to the Chamber at the Tri-Cities Business & Visitor Center: 7130 W. Grandridge Blvd., Suite C, Kennewick, WA, 99336 or via fax at (509) 783-1733.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Company name \_\_\_\_\_

Publication Month(s) \_\_\_\_\_

Email Address \_\_\_\_\_

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

Payment Options:      **\*Due with Inserts**

Invoice     Payment Enclosed     Free Insert Coupon (Must Provide Coupon)

Visa or Master Card \_\_\_\_\_ exp. \_\_\_\_\_