



2022 RATE CARD / ORDER FORM

INSTRUCTIONS

Please print this insertion order form, complete, and submit via fax or email attachment to:

Sam Edwards

Director of Business
Development and Member Care
Phone: (719) 266-8300, ext. 110
Fax: (719) 266-8600
sedwards@citygatenetwork.org

ART DEADLINES

Banner Artwork is due 20 days prior to publish date. Artwork should be sent to both Sam Edwards and Justin Boles.

Sam Edwards

sedwards@citygatenetwork.org

Justin Boles

jboles@citygatenetwork.org



Citygate Network
2153 Chuckwagon Road
Suite 100
Colorado Springs, CO 80919

Phone: (719) 266-8300
www.citygatenetwork.org

Order date _____ Advertiser _____
Contact name _____ Send invoice to _____
Phone _____ Email _____
Address _____ Address 2 _____
City _____ State _____ ZIP Code _____

Ad to appear in the following issue(s) of StreetSmart:

- February 1
- March 1
- April 1
- May 3
- June 1
- July 1
- August 2
- September 1
- October 1
- November 2
- December 1

Digital Specifications
Send your electronic file at 72 ppi with the dimensions of 800 pixels wide x 350 pixel high. File can be sent in .jpg, .png, or .gif format.

Artwork Deadlines
Banner Artwork is due 20 days prior to publish date. Artwork should be sent to both Sam Edwards and Marvin Harrell.

Advertising rate: \$400.00 per ad

Payment terms

- Citygate Network will invoice the advertiser for each issue via contact name and mailing information listed above.
- Payment is due within 30 days of receipt of invoice.
- Advertiser may pay in advance for multiple insertions.
- Non-payment may result in withholding of ads from subsequent issues until accounts are made current.

Contract terms

- Advertisers assume liability for the content of their advertising and assume responsibility for any claims against the publisher arising from their advertising.
- All advertisements are subject to approval. Citygate Network reserves the right to reject any advertising not meeting the standards or values of the association.
- Citygate Network shall not be liable for failure to insert an advertisement for any cause.

I agree to the terms under which this Insertion Order is issued.

Printed name _____ Signature _____
Title _____ Date _____