



## PROGRAM AD GUIDELINES

All ads must be submitted digitally and camera-ready (placed AS IS) at 300 dpi (grayscale preferred) in one of the following formats:

- pdf
- jpg
- tiff

Ads may be submitted on a flash drive or can be emailed directly to: [Kimberly@virginiaartfactory.org](mailto:Kimberly@virginiaartfactory.org)

When emailing ads, please indicate the final print size of the ad, as well as contact information for the advertiser.

### Business Cards:

- We no longer accept business cards for scanning as the quality of the scans is very poor.
- Business cards must be submitted electronically.
- Business cards will not print at 100% and will be SIZED DOWN to fit a 1/8 Page Ad.

### Changes:

- We cannot make changes to ads supplied.
- Ads provided must be camera-ready. Please make sure your ad is correct before submitting, as they will be placed into the program as is.

Full Page Ad 5" W x 8" H

1/4 Page Horizontal Ad  
5" W x 1.9063" H

Half Page Ad  
5" W x 3.9375" H

1/4 Page Vertical Ad  
2.4375" W x 3.9375" H

1/8 Page Ad  
2.4375" W x 1.9063" H