

2016 IPA ILLINOIS AUCTION CALENDAR INSERTION ORDER

900 Community Drive * Springfield, IL 62703 * Ph: 217-241-1700 * Fax (217) 241-1701 or (217 241-1301

Participating Newspaper: _____ Auctioneer: _____

Ordered by: _____ Phone: _____ Email: _____

Auction ID (*Date of auction + website*): _____

<u>Rate:</u>	<u>Commission to Selling Newspaper:</u>	<u>Net to IPA</u>
\$10	\$5	\$5

DEADLINE: Orders placed prior to 12pm will be uploaded onto the Auction Calendar the same day. Orders after 12pm will be uploaded the following day.

AD COPY: No copy must be submitted as long as the auctioneer has a website or a listing on auctionzip.com. Ad copy can be retrieved from either of those two platforms. If they do not, please provide the print ad for the auction listing being requested.

PAYMENT: Each ad submitted to the IPAS office MUST have a check from the newspaper. This is strictly a cash operation to keep costs at a minimum. Make checks payable to the Illinois Press Advertising Service.

PROOF OF PUBLICATION: IPAS guarantees that the auction listing will be uploaded onto www.illinoisauctioncalendar.com and that an appropriate photo, hyperlinks etc. will accompany the listing in order to maximize engagement.

Any questions regarding the Auction Calendar can be directed to Rewa Boldrey at rboldrey@illinoispress.org