UDC Magazine Submission Form

A separate Submission Form must accompany each feature or ad submitted. Designate type of feature (Division or Chapter news, historical article, In Memoriam write-up, query, or ad) under Description below. Any special instructions or comments should be typed or printed on a separate sheet of paper. Enclose all copy and all required checks.

Issue _________________________________________________________

Description ____________________________________________________

Division _________________________________________________________

Chapter _________________________________________________________

Contact name/address ____________________________________________

Contact telephone ________________________ e-mail____________________

Chapter/Division news photo(s) _______@ $30.00 each = ________________

Ad size ________________ Ad rate ____

Rate after 20% commission ________ Photos __________________________

Total Amount due ________________________________________________

FOR OFFICE USE ONLY

Date received ___________________________________________________

Check number ________ Date ____________ Amount ________________

Check account info ______________________________________________

File name _______________________________________________________

To editor __________________ To publisher _________________________

Proof _______________ SASE ______________

Comments _______________________________________________________

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