

# Birthday Announcement

## SUBMITTED BY:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Email: \_\_\_\_\_

Requested Sunday for publication: \_\_\_\_\_

**Please submit all announcements 10 days prior to desired publication date.**

*Please type or print information clearly. The St. Joseph News-Press can use this form to write the announcement or you may use it as a reference to write your announcement as you would like it published. All announcements are edited for spelling and grammar, according to Associated Press guidelines.*

*A photo may be added to any of the following packages. For photo options, please see the next page.*

## COMPLIMENTARY (Free):

Honoree's first & last name: \_\_\_\_\_

Date/location of birth: \_\_\_\_\_

Cards may be sent to: \_\_\_\_\_

## STANDARD (\$25):

Celebration information: \_\_\_\_\_

Spouse's name, date of marriage, date of death (if applicable): \_\_\_\_\_

Names of children (spouses): \_\_\_\_\_

Number of grandchildren, great-grandchildren: \_\_\_\_\_

Former towns of residence in the area: \_\_\_\_\_

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**DELUXE (\$50)**

Location of children (city/state): \_\_\_\_\_

Names of grandchildren, great-grandchildren: \_\_\_\_\_

Work/retirement information: \_\_\_\_\_

Current activities/memberships: \_\_\_\_\_

Additional information: \_\_\_\_\_

**PHOTO OPTIONS**

- An original black and white OR color photo is requested (no photocopies)
- If you bring your photo in person, we can scan the photo and return it to you at that time
- Photos may be emailed to **announcements@newspressnow.com**
- Photos should be sent as a JPEG or TIFF file and be clearly identified with the couple's names and type of announcement
- To have the photo returned by mail, please include a self-addressed, stamped envelope

**Single Column**



1.61" wide & 2.5" tall  
**Black & White: \$15**  
**Color: \$25**

**Double Column**



3.34" wide & 2.5" tall  
**Black & White: \$30**  
**Color: \$40**

**SELECT AN ANNOUNCEMENT PACKAGE**

- Complimentary – \$0
- Standard – \$25
- Deluxe – \$50

..... **Announcement Package Cost: \$** \_\_\_\_\_

**SELECT A PHOTO SIZE**

- Single column – \$15
- Double – \$30
- Color – additional \$10 to either size

..... **Photo Cost: \$** \_\_\_\_\_

**LAMINATED COPIES (Optional)**

Laminated copies of your announcement make a wonderful keepsake. The laminates are printed on white paper, ensuring your announcement will not yellow or deteriorate. Copies are \$5 each and will be mailed to you.

Number of copies \_\_\_\_ X \$5.00 ..... **Laminated Copies Cost: \$** \_\_\_\_\_

..... **GRAND TOTAL \$** \_\_\_\_\_

**HOW TO SUBMIT THIS FORM**

**Mail:** St. Joseph News-Press, Attn.: Celebrations, P.O. Box 29, St. Joseph, MO 64502

**Fax:** (816) 271-8686 (*Photos cannot be faxed*) • **Email:** [announcements@newspressnow.com](mailto:announcements@newspressnow.com)

**In Person:** 825 Edmond St., St. Joseph, MO 64502 • **Office Hours: 8 a.m. to 5 p.m. Mon.-Fri.**

*Enter the main building. We are located in the Advertising Department.*

**Questions? Call the Announcement Desk at (816) 271-8547**