



DIRECTORY AD INSERTION REQUEST

2024 Event Directory Advertising Rates

- Full Page.....\$500
Center Spread.....\$600
Inside Front Cover: add.....\$250
Back Cover: add.....\$250
Inside Back Cover: add.....\$200
Half Page.....\$350
Include a company logo with listing: add.....\$200
Logo on Exhibitor Locator Board & Floor Plan in the Event Directory.....\$250
Directory Listing Package.....\$450
(Includes half page ad & logo on the Exhibitor Locator Board - (\$100 savings)
Send logo files to brandi@rocexhibitions.com
Logo files must be an Illustrator EPS (vector image) or formatted at the largest physical measurement - high resolution/300 dpi.

Advertising mechanicals, terms, and conditions:

- Trim Size: 5.5" W x 8.5" H
Bleed Size: 5.75" W x 8.75" H
Full page ad, live area: 4.75" W x 7.5" H
Half-page ad, live area: 4.75" W x 3.75" H
Binding: Saddle stitch

Digital materials requirements: Document should be created to the trim size (plus bleeds) or live area. Adobe PDF/X-1a (high resolution) format is preferred. Images must be 300 pixels per inch (ppi). A printout or digital proof of the ad is REQUIRED. High resolution (300ppi) TIFF and JPG formats are also acceptable. Save the file at 300 ppi at 100% of use size. Send files to brandi@rocexhibitions.com

Space Deadline: July 8, 2024
Materials Due: July 15, 2024

PLEASE PRINT OR TYPE ALL INFORMATION

Name _____ Email _____
Company _____
Street _____
City _____
State _____
Zip/PC _____
Country _____
Telephone _____
Fax _____
Signature _____ Title _____ Date _____

Invoicing Procedure:

Upon receipt of the completed contract, a payment link will be sent to the email address entered above. Please whitelist communication coming from ROC MANAGEMENT INC. (quickbooks@notification.intuit.com).

Forms of Payment accepted:

Visa, MasterCard, AMEX, Discover, Apple Pay, ACH bank transfer, and Checks. Payment details will be communicated in the invoice email.

Checks made payable to ROC Exhibitions, Inc. Please reference event name and mail to: 1963 University Lane, Lisle, IL 60532

For any questions regarding invoicing, please reach out to accounting@rocexhibitions.com or call 630-271-8210 (Monday - Friday 9:00 am - 4:00 pm)

*Please note: Cancellation of contracted ad insertion will result in a cancellation fee of 100% of the monies paid. This cancellation policy also includes exhibit space cancellations.

Return this form and files to: Brandi Kapusinski

Email: brandi@rocexhibitions.com

Questions? Call: 630-271-8210

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