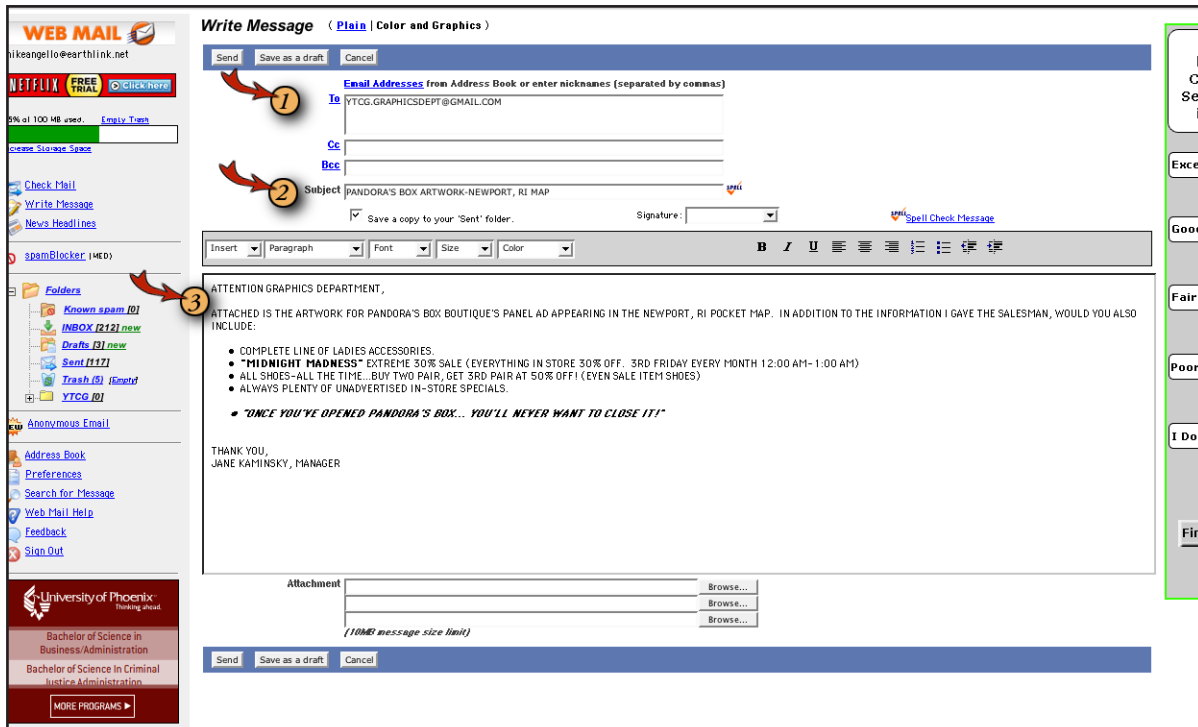


How To E-mail Your Artwork or Completed Ad To Us

Please follow our SIMPLE instructions. These guidelines will help insure that your artwork or completed ad gets to us promptly, and your ad is designed and printed in a manner that pleases you. That is our goal... but we need your help.



IMPORTANT NOTE: BEFORE SENDING ANY ELECTRONIC FILES, PLEASE MAKE CERTAIN THEY CONFORM TO OUR SPECIFICATIONS AS SET FORTH IN OUR "DESIGN GUIDELINES" INSTRUCTIONS.

FAQ's

- 1 Q: *Where do I send my artwork or completed ad or instructions concerning my ad?*
A: TO: <ytcg.graphicsdept@gmail.com>
- 2 Q: *How do I accurately identify my ad when I send it to you?*
A: In the "SUBJECT" box; type in:
A.) YOUR BUSINESS NAME
B.) after YOUR BUSINESS NAME, type either "ARTWORK" or "AD"
(depending if it's artwork or a completed ad)
C.) after the word "ARTWORK" or "AD", type the town & state of the
Map or Guide in which your ad is to appear.
EXAMPLE: "PANDORA'S BOX ARTWORK—NEWPORT, RI MAP"
- 3 Q: *Should I include anything else in my E-mail?*
A: YES!! In the "MESSAGE" section, please tell us the size of your ad and any
additional information which pertains to your ad (be descriptive).

If you have further questions, please call us at 603-421-0502, M—F 9:30 am —4:30 pm.