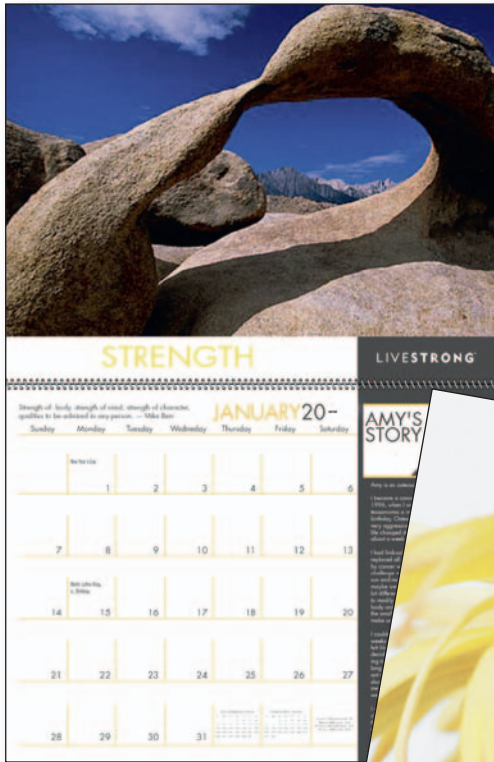


# Build Awareness Every Day

If you're a non-profit or business trying to gain exposure for a special cause, a custom calendar will keep your appeal in front of supporters for an entire year, creating awareness and building on the reputation of your organization.

You can even include a donation form and envelope with your calendar, saving you the cost of an additional mailing.





## Getting Started

Use a calendar as a:

- Incentive for donation.
- Gift to donors and supporters.
- Educational tool to keep your cause/need visible all year long.

Share stories about the people you've helped. Bring your cause's history to life. And feature potential donors' names in your calendar's ad area to add a personal touch that supporters won't forget.



## Designing Your Calendar

- Our creative department can incorporate your logo, company colors, and other brand elements into every month of the calendar.
- Any digital photographs you supply need to be 300 ppi (pixels per inch) at the size the image will print at. If you're using a digital camera, it needs to be set at 300 ppi. If the camera doesn't give you this option, set it on "high quality" or your camera's equivalent.
- We can provide image scanning for an additional cost per image.



## Producing Your Calendar

- Once we receive all your artwork we'll create a pre-production proof, which takes approximately 8 business days.
- Next, we'll send the proof to you for your approval.
- After you approve and return the proof to us, we'll move your calendar into production. The production of your calendar will take approximately 11 business days.
- We have several options for shipping your calendars:
  - Ship to one location.
  - Ship to multiple sites/office locations.
  - Mail to customers or employees in plain or gift envelopes.