

## Promotional Information



Thank you for scheduling an event with Allison! A large part of making the event a success is proper promotion and advertising. We're here to help you with your efforts. We can supply you with the following resources:

- Poster. 11 x 17 size. We will lay out the poster with the information you provide and upload you a print-ready high-resolution .PDF file. You can have this printed at your local Kinks, Staples, Office Depot, etc., or use an online printer. We use and love [www.overnightprints.com](http://www.overnightprints.com).
- Flyer. 8.5 x 11 size. We will lay this out like the poster and you can print it yourself. If you do not have access to a printer, we can print and them to you. 25 is the normal quantity we supply.
- Web ad. We will lay this out and upload you a high-resolution .JPG file. You can add this to your website or Facebook page.
- Powerpoint ad. We will lay this out and upload you a high-resolution .JPG file. You can show this with your Powerpoint announcements before and after your church service. We will send you two resolutions, 4 x 3 and 16 x 9.

In order to prepare this package of resources, we need the correct event information. In order to do this, please download this document and fill in the information below. This is an editable .PDF so you can edit it on your computer. Email this document to [brian@allisonspeer.com](mailto:brian@allisonspeer.com) or fax to 888.222.6726. We will lay out the flyer and send you a proof to approve. When you approve the content we will create the other pieces and upload them to you via email.

If you would rather do this yourself and have access to Photoshop, all five pieces are available on Allison's website at [www.allisonspeer.com/presskit](http://www.allisonspeer.com/presskit) as .PSD files. You can download these and create your own advertising. Email Brian Speer at [brian@allisonspeer.com](mailto:brian@allisonspeer.com) for more information.

Date and time: \_\_\_\_\_

Venue name: \_\_\_\_\_

Venue address: \_\_\_\_\_

Contact phone and/or email: \_\_\_\_\_

Additional info you would like to show: \_\_\_\_\_

\_\_\_\_\_

I would like printed flyers mailed to me (Include mailing address:) Yes \_\_\_\_\_ No \_\_\_\_\_