

Messenger Newsletter

The *Messenger* is generally published the second or third Thursday of the month starting in September and running through to the end of the school year in June (please note detailed provisional calendar below). The monthly *Messenger* is mailed to all SWSF families, as well as emailed to over 1000 extended family, alumni and friends.

Please note that our weekly digital *mini-messenger*, which is now emailed to families every Friday, no longer carries advertising.

For inclusion in the monthly please submit your ad material or text to messenger@summerfieldwaldorf.org.

In addition to the text of the ad you wish to run, please include your name, address and contact phone number, and the issues in which you would like your ad to be run.

The publication dates, along with the deadlines to get ads into the monthly *Messenger*, are:
(Subject to change)

Issue 1: 9/23/2021, Deadline: Tuesday, 9/14
Issue 2: 10/21/2021, Deadline: Tuesday, 10/12
Issue 3: 11/18/2021, Deadline: Tuesday, 11/9
Issue 4: 12/23/2021, Deadline: Tuesday, 12/14
Issue 5: 1/20/2022, Deadline: Tuesday, 1/11
Issue 6: 2/17/2022, Deadline: Tuesday, 2/8
Issue 7: 3/17/2022, Deadline: Tuesday, 3/8
Issue 8: 4/21/2022, Deadline: Tuesday, 4/12
Issue 9: 5/19/2022, Deadline: Tuesday, 5/10
Issue 10: 6/9/2022, Deadline: Tuesday, 5/31

Ads will not run until payment is received.

You may pay by check, (made out to SWSF,) or Visa/Master Card by filling out the following Credit Card Charge Request. Please return it by email (messenger@summerfieldwaldorf.org).

Rates for the Monthly *Messenger*

Classified ad: \$20 for approximately 40 words

Graphic (any digital format—roughly business card size—landscape format only to fit 3.5" wide x 2" tall): \$60

Please contact messenger@summerfieldwaldorf.org re rates for graphics larger than business card size.

Messenger Ad Request

Date: _____

Name (print): _____

Organization: _____

Address: _____

Phone Number: _____ Email address: _____

Website: _____

Payment Method: Check Credit Card

If paying by check, please deliver to 655 Willowside Road, Santa Rosa, CA 95401

Credit Card #: _____ Expiration Date: _____

Billing Zip Code: _____ Billing Address #: _____

Issue:

All Issues:

Sept:

Jan:

May:

Oct:

Feb:

Jun:

Nov:

Mar:

Dec:

April:

Ad Type:

Classified Text Ad: Monthly, \$20

Graphic Display Ad: Monthly, \$60

Total Cost: _____

Ads Will Not Be Printed Until Payment is Received

(ads are non-refundable)

Email this information to messenger@summerfieldwaldorf.org.