

# SLEEVE ORDER FORM (MEMBERS)

**Any Questions? Call the Marketing Dept. at 310-358-1833**

<b>1 PAYMENT</b> Fill in all fields.		<b>2 MEMBER INFO</b> Fill in all fields.	
NAME ON CREDIT CARD (required)		MEMBER NAME (required)	
CREDIT CARD TYPE (required)	CC EXP. DATE (required)	MEMBER ID # (required)	PHONE NUMBER (required)
CREDIT CARD NUMBER (required)		EMAIL ADDRESS (required)	

**3 QUANTITY** Check applicable quantity and price.

**3,000**

1 time \$2,495/issue (.83¢ per copy) (includes a FREE full page black and white ad)

2 or more \$2,250/issue (.75¢ per copy) (includes a FREE full page black and white ad)

**5,000**

1 time \$3,000/issue (.60¢ per copy) (includes a FREE full page black and white ad)

2 or more \$2,750/issue (.55¢ per copy) (includes a FREE full page black and white ad)

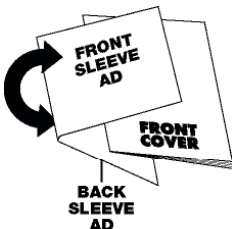
**4 DELIVERY INFO** Fill in the ISSUE DATE and check  AREA NUMBER from list below.

ISSUE DATE (MONTH/DAY)	<input type="radio"/> Area 7- West L.A. <input type="radio"/> Area 8- Cheviot Hills - Rancho Pk <input type="radio"/> Area 9- Beverlywood Vicinity <input type="radio"/> Area 10- West Hollywood Vicinity <input type="radio"/> Area 11- Venice <input type="radio"/> Area 12- Marina Del Rey <input type="radio"/> Area 13- Palms - Mar Vista <input type="radio"/> Area 14- Santa Monica <input type="radio"/> Area 15- Pacific Palisades <input type="radio"/> Area 16- Mid Los Angeles	<input type="radio"/> Area 17- Mid Wilshire <input type="radio"/> Area 18- Hancock Park - Wilshire <input type="radio"/> Area 19- Beverly Center - Miracle Mi. <input type="radio"/> Area 20- Hollywood <input type="radio"/> Area 22- Los Feliz <input type="radio"/> Area 23- Metropolitan <input type="radio"/> Area 24- Northern <input type="radio"/> Area 28- Culver City <input type="radio"/> Area 29- Westchester <input type="radio"/> Area 30- Hollywood Hills East	<input type="radio"/> Area 31- Playa Del Rey <input type="radio"/> Area 34- Los Angeles Southwest <input type="radio"/> Area 35- Inglewood <input type="radio"/> Area 36- Metropolitan Southwest <input type="radio"/> Area 37- Metropolitan South <input type="radio"/> Area 39- Playa Vista <input type="radio"/> Area 41- Park Hills Heights <input type="radio"/> Area 42- Downtown L.A.
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Area 1- Beverly Hills  
 Area 2- Beverly Hills Post Office  
 Area 3- Sunset Strip - Hollywood Hills West  
 Area 4- Bel Air - Holmby Hills  
 Area 5- Westwood - Century City  
 Area 6- Brentwood

**5 ARTWORK SPECIFICATIONS**

- Dimensions: Front: 7.875" x 5.75"  
Back: 7.875" x 5.75" no bleeds
- Both files should be saved as PDFs
- Save files using the Acrobat Distiller Press Quality preset for best results (300 dpi, CMYK, embed all fonts)



**6 ARTWORK SUBMISSION**

If your PDFs do not exceed 50 MB (total), e-mail them to: [production@themls.com](mailto:production@themls.com)  
 Enter "sleeve" and the issue date in the e-mail subject. Call for FTP info.

**7 Fax this form to 1-800-719-3129**

**ARTWORK SUBMISSION DEADLINE** Mon, Noon  
**MLS DESIGN DEADLINE :** Thurs, 5pm \$250 Flat Fee

AS OF 09/02/08

<b>CBS USE ONLY (DISTRIBUTION PURPOSES ONLY)</b>		
MEMBER NAME	DELIVERY AREA	
STREET NAME (BORDERING NORTH)	STREET NAME (BORDERING WEST)	NUMBER OF STOPS IN AREA
STREET NAME (BORDERING SOUTH)	STREET NAME (BORDERING EAST)	PRICE QUOTE