



## The best way to advertise in Forest Hill

Our biannual newsletter provides neighbors with updates on social and charity events, local news, new commercial development, and even neighbor profiles and celebrity pets. One thousand copies of The Flyer are hand-delivered per cycle. Each home in the neighborhood receives The Flyer and additional copies are made available at local sites and events throughout the year. The publication is entirely created by volunteers. Printing costs are covered by financial support of local businesses who advertise.

*We would love your support and to feature your business in the Flyer!*

### Publication Schedule and Deadlines

Spring: Delivered in March

Form submission/payment deadline: Feb. 1<sup>st</sup>

Files for ads transmission deadline: Feb. 15<sup>th</sup>

Fall: Delivered 1st week of Sept.

Form submission/payment deadline: Aug. 1<sup>st</sup>

File transmission deadline: Aug. 15<sup>th</sup>

### Rates & Ad Sizes — *Lock in discounts by purchasing ads in the next two issues!*

<u>Type</u>	<u>Size</u>	<u>Spring only</u>	<u>Spring + Fall</u>
Quarter page	3.625" x 5"	\$90	\$150
Half page	7.5" x 5"	\$130	\$220

### How to advertise with us:

1. Complete the "Forest Hill Flyer Ad Form" (page 2) and email it to [fhnaflyer@gmail.com](mailto:fhnaflyer@gmail.com).
2. Wait for email confirmation that your ad form has been approved.
3. Submit payment online or by check.
  - a. Online payment: Go to [foresthillneighborhood.com/product/flyer-ad-multiple-sizes/](http://foresthillneighborhood.com/product/flyer-ad-multiple-sizes/) Select size and number of issues, then click Add to Cart. Go to Cart and follow instructions to check out with PayPal.
  - b. Mailed check: Send a check made out to "Forest Hill Neighborhood Association" to:

Forest Hill Neighborhood Association  
PO Box 13201  
1021 Hioaks Rd  
Richmond VA 23235-9995

4. Submit a PDF or full resolution image for your ad via email or Google Drive to [fhnaflyer@gmail.com](mailto:fhnaflyer@gmail.com) before the file transmission deadline.

# Forest Hill Flyer Ad Form — Spring 2025

PLEASE FILL OUT ALL INFORMATION

Name/Company/Organization: \_\_\_\_\_

Ad size: \_\_\_\_\_

Number of issues (1 or 2): \_\_\_\_\_

Amount of Payment: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Signature of authorized representative  
on behalf of the advertiser (please include date): \_\_\_\_\_

## Conditions for advertising in The Forest Hill Flyer

### Format

Ads must be submitted as a print-ready PDF file (with fonts embedded) or a full resolution image (.jpg, .pdf, etc.). If you are unable to submit your ad in this format or need assistance, please email us at [fhnaflyer@gmail.com](mailto:fhnaflyer@gmail.com) or call Riley Champine at (415) 497-5530

### Deadline

The deadline for submission of advertising files for each issue is firm. If an advertiser does not meet the deadline, the editor has the option to substitute the following: "[Advertiser] is proud to support The Forest Hill Flyer. We appreciate your patronage during the year."

### Regulations

Acceptance of advertising material is subject to the approval of the Executive Board of Forest Hill Neighborhood Association (FHNA). As evidenced by signature above, the advertiser agrees to indemnify and protect FHNA from loss resulting from claims or suits based on content or subject matter of advertising. FHNA reserves the right to modify or reject any advertising that it deems objectionable in text or illustration.

### Payment

Must be made online at [foresthillneighborhood.com/product/flyer-ad-multiple-sizes/](http://foresthillneighborhood.com/product/flyer-ad-multiple-sizes/) via PayPal or by check sent to the FHNA PO Box. See deadlines on the first page.

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