

## CONTACT INFORMATION

Name \_\_\_\_\_

E-mail address or fax number to send proof to \_\_\_\_\_

Phone number \_\_\_\_\_

Sign here to authorize publication \_\_\_\_\_

Relationship to couple \_\_\_\_\_

Check here if you do **NOT** want to proofread your announcement; if you check this box, the *Winston-Salem Journal* cannot be held responsible for errors or incorrect information.

## PHOTO INFORMATION

Name of photography company/studio, or photographer's name; *all professional photographs must be credited.*

# WINSTON-SALEM JOURNAL

# anniversary

## ANNOUNCEMENT FORM

## PAYMENT INFORMATION

Circle size to be published (see price guide on reverse): **A B C D**

Each **paid** announcement includes five copies of the *Journal*, which will be delivered during the week **after** the announcement is published. You may purchase additional copies; the price is \$1 each for delivery within Forsyth County, and \$2 each to mail outside Forsyth County.

Check here if you do **NOT** want any copies of the *Journal*.

### DELIVER MY COPIES TO:

Name \_\_\_\_\_ Phone # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I would like to purchase \_\_\_\_\_ additional copies of the *Journal*.

**TOTAL PRICE FOR ANNOUNCEMENT, TO BE PAID BY DEADLINE: \$ \_\_\_\_\_**

**PAYMENT FORM:**  I HAVE ENCLOSED A CHECK OR MONEY ORDER  
 I WILL CALL (336) 727-7422 TO PAY BY CREDIT CARD

## PUBLICATION GUIDELINES

### Step 1: Complete the form.

### Step 2: Submit form and payment.

- \* All materials (form, payment and photo) must be received by the deadline of noon, two Fridays (nine days) before the desired Sunday publication date.
- \* The form may be mailed (ATTN: Celebrations Editor), faxed, scanned and e-mailed, or returned to our office between 8:30 a.m. and 5 p.m. Monday-Friday. Our contact information can be found at the bottom of this page.
- \* You may enclose a check or money order for the total amount, or call the celebrations editor to pay by credit card.

### Step 3: Submit your photo.

- \* If a professional photographer took your photograph, he or she may e-mail the file to [celebrations@wsjournal.com](mailto:celebrations@wsjournal.com).
- \* If you took your own digital photograph, attach the original, unaltered digital file to an e-mail

to [celebrations@wsjournal.com](mailto:celebrations@wsjournal.com), with the full names of the couple in the subject line of the e-mail. Do not alter the original file in any way; we will crop, tone and convert it to black-and-white for you. Digital photos should be at least 5-by-7 inches at 200 dpi.

**\* NEVER PRINT A DIGITAL PHOTO.** We cannot accept any hard-copy prints of photos that were taken with a digital camera. The digital file must be submitted.

\* Photos taken with a traditional film camera should be submitted as hard-copy prints. Any sizes between wallet-size and 8-by-10 inches are acceptable. Include a self-addressed, stamped envelope if you'd

like us to mail your photo back; otherwise, you may pick it up at our front counter after it is published. Photos will be kept for 30 days after publication.

\* The photo's orientation should be taller than it is wide (see photo examples at right). Please see the "guide to sending celebrations photos" on our Web site for more details.

### Step 4: Review and approve your announcement.

\* A draft of your announcement will be sent to the e-mail address or fax number you provided above by the Tuesday, five days prior to

publication. Carefully review the announcement to ensure that there are no errors, and reply with approval or changes via e-mail or fax.

### Step 5: Enjoy seeing your announcement in print and on the Web!

\* Announcements are posted at [www.journalnow.com/celebrations](http://www.journalnow.com/celebrations) for one year. Web-based guest books and photo albums are included with paid announcements.



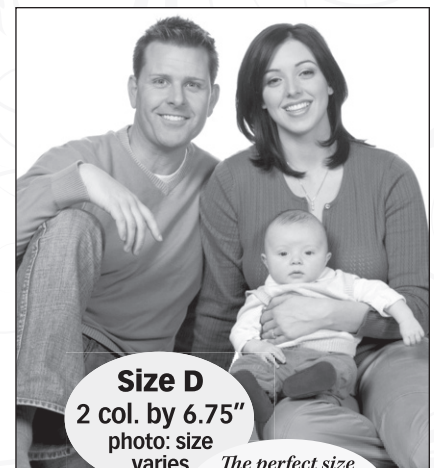
Mr. and Mrs. Davis



Mr. and Mrs. Harris



Mr. and Mrs. Harris



**Size D**  
2 col. by 6.75"  
photo: size varies

*The perfect size for family portraits and group photos!*

**Sizes shown at right; please see pricing on reverse side.**

**Mr. and Mrs. Davis**  
 CHARLES and MARY DAVIS of CLEMMONS celebrated their 50th wedding anniversary February 30 with a reception at Salem House Restaurant in Winston-Salem.  
 The hosts of the celebration were the couple's children and their spouses: James and Anne Davis of Winston-Salem; Paul and Katherine Brown of Galax, Va.; and Mark Davis of Elkin.  
 The couple have four grandchildren: Justin Brown, a first-year student at Wake Forest University in Winston-Salem; Mr. Davis served in the U.S. Air Force, and retired as a salesman for T.J. Rhodes Tobacco Co. in Winston-Salem.  
 Mrs. Davis retired as a front-end manager for Food Tiger. They were married February 31, 1959.

**Mr. and Mrs. Harris**  
 CHARLES and MARY DAVIS of CLEMMONS celebrated their 50th wedding anniversary February 30 with a reception at Salem House Restaurant in Winston-Salem.  
 The hosts of the celebration were the couple's children and their spouses: James and Anne Davis of Winston-Salem; Paul and Katherine Brown of Galax, Va.; and Mark Davis of Elkin.  
 The couple have four grandchildren: Justin Brown, a first-year student at Wake Forest University in Winston-Salem; Mr. Davis served in the U.S. Air Force and retired from T.J. Rhodes Tobacco Co. in Winston-Salem.  
 Mrs. Davis retired from Food Tiger.

**Mr. and Mrs. Harris**  
 MARK and SUSAN HARRIS of LEXINGTON celebrated their 10th wedding anniversary June 31 with a reception at the Century Center in Winston-Salem. They will take a family trip to Walt Disney World in Orlando, Fla., in September.  
 The couple's daughter is Ella Rose Harris.  
 Mr. Harris is the son of Donald and Nancy Harris of Tobaccoville. He graduated from Yadkin Valley College in Clemmons and received a Doctor of Medicine degree from Wake Mountain University in Winston-Salem. He is a doctor at Forsyth General Hospital in Winston-Salem.  
 Mrs. Harris is the daughter

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 Mrs. Harris is the daughter



# Guide to sending Celebrations photos

As stated on our forms, a 5-by-7-inch, black and white, vertically oriented, professionally-taken glossy print works best for reproduction. However, this is a recommendation, NOT a requirement; if the photograph you want to use isn't already in that format, please DO NOT modify it to fit those specifications. When choosing your photograph, keep the following guidelines in mind:

- Sharp, clear, high-contrast, well-focused photographs reproduce best on newsprint. Soft-focus photographs do not reproduce as well.
- Professional-quality photographs usually reproduce better than snapshots.
- Photos will be cropped to fit the proper template size for the desired announcement. Photo sizes in 2- and 3-column wedding announcements will vary depending on the proportions of the photograph and the amount of text in the announcement.
- **Photos may be mailed, hand-delivered to our front counter at 418 N. Marshall St. in downtown Winston-Salem, or e-mailed to celebrations@wsjournal.com.** They cannot be faxed; faxed photographs are never suitable for print. Your photographer may e-mail your photograph directly to us; many local photographers prefer to do so.
- **NEVER make reprints at a store kiosk, or with an inkjet or laser printer.** These reproductions cause a reduction in print quality that CANNOT be restored.
- If you are planning on scanning a photo and sending it to us, be aware that its print quality will be much better if you provide the original photo for our staff to scan here. Their scanners are calibrated to specific settings that will help your photo look best when printed.

## Can I use a digital photograph?

Digital photographs are usually acceptable for use. All digital photos should have a resolution of at least 200 dpi at the size they are to be printed in the newspaper; most digital cameras sold today capture photos at an acceptable resolution. **NEVER PRINT A DIGITAL PHOTOGRAPH! Simply e-mail the original digital file as an attachment to celebrations@wsjournal.com. WE CANNOT ACCEPT ANY PRINTOUTS OF DIGITAL PHOTOGRAPHS.**

DO NOT crop the file, convert it to black-and-white, or change any of the settings such as brightness or contrast. These changes may look great on a computer screen, but the process of printing black ink on newsprint causes your photo to look very different from what you may see on your screen. We have experienced photo editors on staff who are aware of these printing issues, and they will take care of all the adjustments to be sure your photo looks its best in print. **If you have any questions about whether we can use your digital photo, simply e-mail it as an attachment to celebrations@wsjournal.com, and we will check it for you.**

## Can I use a color photo?

Yes. Please do not convert your color photos to grayscale.

## Can I have my photo back?

Absolutely. Photos may be picked up at the front counter at our office (418 N. Marshall St. in downtown Winston-Salem) the Monday *after* the photo is published. Photos will be kept for 30 days after publication. You may provide a self-addressed stamped envelope if you would like the photo to be mailed back to you. We are careful to take good care of your photos, but the Journal cannot be held responsible for lost or damaged photos.

## What if I don't have a 5-by-7 inch print of the photo?

We can use most photos that have dimensions between wallet size (2-by-3-inch) and letter size (8.5-by-11-inch). Please provide the photo you would like to use at its original size.

## What if the photo I want to use isn't vertically oriented (portrait style)?

Most of our announcements use portrait-style photographs (where the photo's vertical dimension is longer than the horizontal dimension) instead of landscape-style photographs (where the photo's horizontal dimension is longer than the vertical dimension). Depending on the photo, we may be able to use a "landscape" photograph if the person or people who are to be shown in the photograph can be cropped into the template. Some examples:



ORIGINAL



CROPPED

We CANNOT use a photo like this one because the couple are sitting too far apart to be able to fit in the proper frame for a one-column announcement.



ORIGINAL



CROPPED

A photo like this one would be acceptable because the couple are standing close enough together and there is enough space above their heads to be able to fit the couple into the frame.



ORIGINAL



CROPPED

A photo like this one works best. The couple are standing very close together, allowing us to get a better shot of their faces in the announcement.