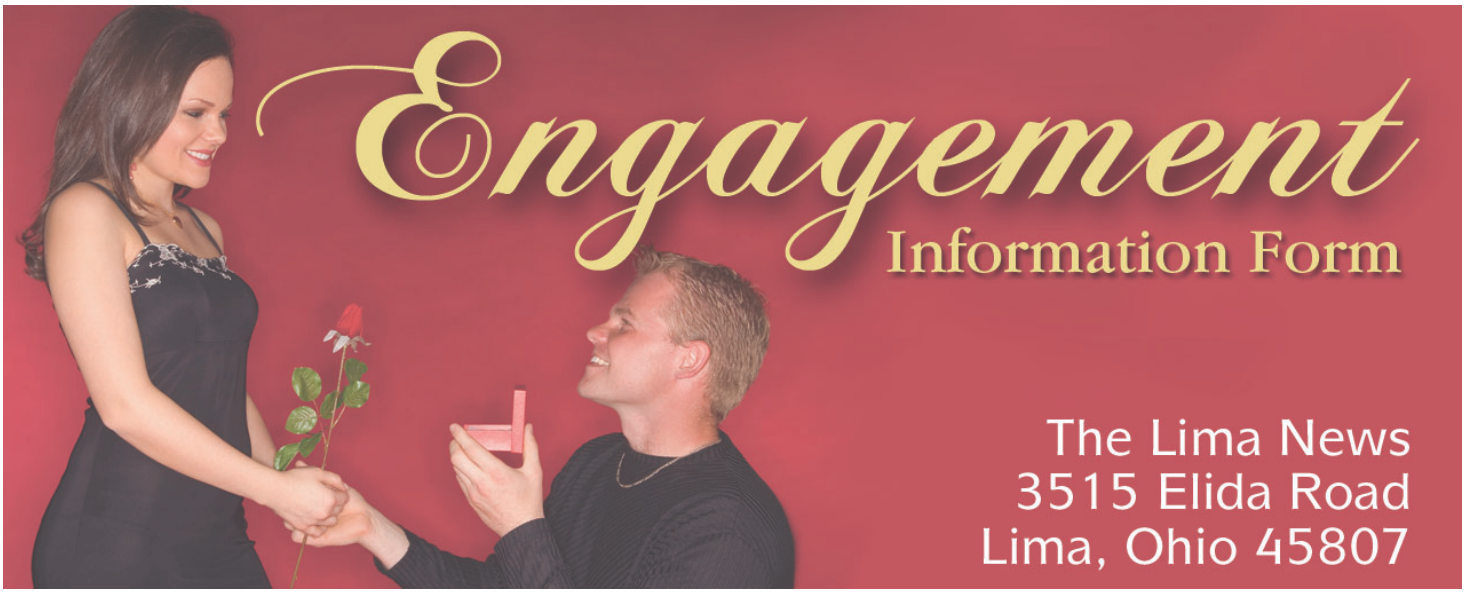

Free Engagement announcements will be published as space permits and only on Sundays. A specific Sunday publication date may be requested for all paid announcements based on established deadline of 2 weeks prior to requested publication date. Announcements will be accepted up to 30 days prior to the wedding date. The engaged couple must be 18 years of age or older; otherwise, a parent or guardian's signature is required. *THIS INFORMATION WILL BE CHECKED WITH THE PARENT OR GUARDIAN.*

A photo of the bride-elect alone or of the couple may be submitted and will be included with paid announcement plan B. The Lima News may not publish any photo below standards. The newspaper will not be responsible for lost or damaged photographs. Photos will be returned by mail.

Full Name Of Bride-Elect_____

Address Of Bride-Elect_____

Full Name Of Groom-Elect_____

(If Parents Are Divorced, Please List Full Names And Addresses For Both. Please Indicate If Parent Is Deceased.)

Bride-Elect's Parents_____

Address_____

Groom-Elect's Parents_____

Address_____

Place Of Ceremony_____City_____State_____

Date And Time_____

Bride-Elect's High School/College (Attended Or Graduated) And Employment

_____

Groom-Elect's High School/College (Attended Or Graduated) And Employment

_____

Photo (Check One): ◯ Will Be Sent By (Name Of Photographer)_____

◯ Submitted With Form ◯ No Photo To Be Used

Person To Call If We Have Questions_____

Home Phone_____Work Phone_____

Signature Of Person Filling Out Form_____

Signature Of Parent (Applies Only To Couples Under Age 18)_____

Additional Information To Be Used As Space Allows_____

_____

_____

_____

_____

• **If you have questions, call the customer service representative at 419-993-2222.** Mail the completed form to The Lima News, 3515 Elida Rd., Lima, OH 45807, or return it to The Lima News between 8 am and 5 pm Monday through Friday. The form must be signed by the bride or groom.

• Engagements appear in The Lima News on Sundays. The engagement form, photo and payment must be received no later than 5 pm Tuesday, two weeks prior to the desired publication date. Announcements are available for proofing, at The Lima News, on the Friday after deadline and any changes must be provided by noon, Tuesday before publication.

• Our Lifestyle editor is experienced in the proper wording of announcements. The Lima News uses the information provided to write the announcement following our style and the Associated Press Stylebook.

• Photos should be at least 3 by 5 inches, in vertical format, either black and white or color and in focus (no soft focus photos please). Please provide original photographs only for optimal quality. Photos will be cropped based on the format selected. If a photo of the couple is submitted, the heads should be close together. **The Lima News reserves the right to refuse photos of poor quality.**

• The Lima News will return your original photo by mail following publication of your announcement. The Lima News will not be held responsible for any loss or damage which may occur to your photo.

• You may order additional copies of The Lima News with your announcement delivered to the address of your choice. If you live in our delivery area, the copies will be delivered to your home. We will mail copies to homes outside our delivery area. Please complete the instructions at the bottom of page to purchase additional copies at the following cost:

$1.50 per copy for home deliveries
$2.50 per copy for mail deliveries
75¢ additional single sheet tearsheets (mailed only)

Please include these charges with your announcement payment.

All paid advertisements require prepayment

Select Announcement Format ◯ Plan A (Free) ◯ Plan B ($75)

Copies of The Lima News Requested

____ $1.75 per copy for entire edition – home deliveries
____ $2.50 per copy for entire edition – mail deliveries
____ $.75 additional single sheet tearsheets – mail only

Total Delivery Charges $_____

Make checks payable to: The Lima News
Payment by credit card is available

Total Charges
$ _____ *Delivery plus Package Plan*

Additional Delivery Addresses
Name_____
Street_____
City_____
State_____Zip_____

Additional Delivery Addresses
Name_____
Street_____
City_____
State_____Zip_____

3515 Elida Road • Lima, Ohio 45807 • 419-993-2222

Credit Card Information:

Type of card (circle one): M.C. V. D.
Name of cardholder_____
Account #_____
Exp. Date_____
Authorized Signature_____