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With this contract, we authorize Concordia Publishing House (CPH) to publish our advertisement in *Portals of Prayer* in accordance with the guidelines set forth herein.

The advertiser and/or advertising agency is solely responsible for the entire substance and content (including text and illustrations) of the advertising printed. Advertiser agrees to fully indemnify CPH and to hold CPH harmless from and against all liability or loss (including liability for attorney's fees and costs) and against all claims or actions, based on or arising out of the advertising printed in *Portals of Prayer*.

All advertising content is subject to acceptance by CPH who reserves the right to refuse any and all copy. It is CPH's policy not to accept any misleading or deceptive advertising. If accepted advertising matter resembles a current news matter, the word "Advertisement" may be added. Failure to meet deadlines for copy and/or artwork does not exempt advertiser from obligation to pay for reserved ad space.

Copy deadlines must be met to ensure publication. All changes of original copy or layout will be charged on the basis of time necessary to make such changes.

All accounts are due and fully payable upon receipt of the bill. Accounts 30 days or more past due will be charged an additional 1.5% on the unpaid balance. Accounts unpaid after 60 days will be refused advertising until the past due balance is paid in full.

This agreement shall be governed by the laws of the State of Missouri. In any litigation arising from this agreement, the venue shall be in St. Louis County, Missouri. The prevailing party in any litigation shall recover reasonable attorney's fees and court costs from the nonprevailing party.

# Contract

**Advertiser:**

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**Phone:**

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**Agency:**

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**Phone:**

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**Today's Date:**

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**Contact Name:**

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**Contact Email:**

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**Contact Phone Number:**

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**Dates of Insertions:**


**Name of Ad:**


**Ad Placement:**


**Rate per Ad:**


**Number of Insertions:**

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**Grand Total \$**

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**Notes and Additional Information:**

**Questions?**

Please send all advertisement correspondence to:

Holli Rolfes  
Advertising Sales

Concordia Publishing House  
3558 South Jefferson Ave.  
St. Louis, MO 63118-3968

[holli.rolfes@cph.org](mailto:holli.rolfes@cph.org)  
314.268.1149

**Signature:**

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**Date:**

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Portals of Prayer is published quarterly. All material is required per dates of deadlines listed on page 5.