

GRANDE PRAIRIE GUIDE 2027-2028 ADVERTISING CONTRACT

Advertisement space must be booked by Friday, May 29, 2026.

Legal Name of Advertiser: _____

Operating As / Business Name: (if different from above): _____

Billing Address: _____

Contact Name: _____ Contact Phone: _____

Contact Email: _____ Invoice Email: _____

Are you non-profit? Yes No Society Number: _____

I consent to receiving email communications from the City of Grande Prairie about Naming Rights, Sponsorship and Advertising opportunities that may be available.

2025 Advertisers: Would you like to use your previous advertisement? Yes No

Placement / Size	Dimensions	English	French	Total
*Back Cover	8.5" w x 11" h	<input type="checkbox"/> \$1,620.00	<input type="checkbox"/> \$810.00	
*Inside Front or Back Cover	8.5" w x 11" h	<input type="checkbox"/> \$1,400.00	<input type="checkbox"/> \$705.00	
Full Page	8.5" w x 11" h	<input type="checkbox"/> \$1,190.00	<input type="checkbox"/> \$595.00	
1/2 Page – Horizontal	7.5" w x 4.75" h	<input type="checkbox"/> \$865.00	<input type="checkbox"/> \$435.00	
1/4 Page	3.5" w x 4.75" h	<input type="checkbox"/> \$435.00	<input type="checkbox"/> \$215.00	
Subtotal				
Less 15% discount for non-profit organizations				
Plus 5% GST				
TOTAL				

Section Placement Preference* – Choose 1

Overview Settling In Lifestyle Business Inside Front Inside Back

*Contact to confirm availability.

Advertisement Design

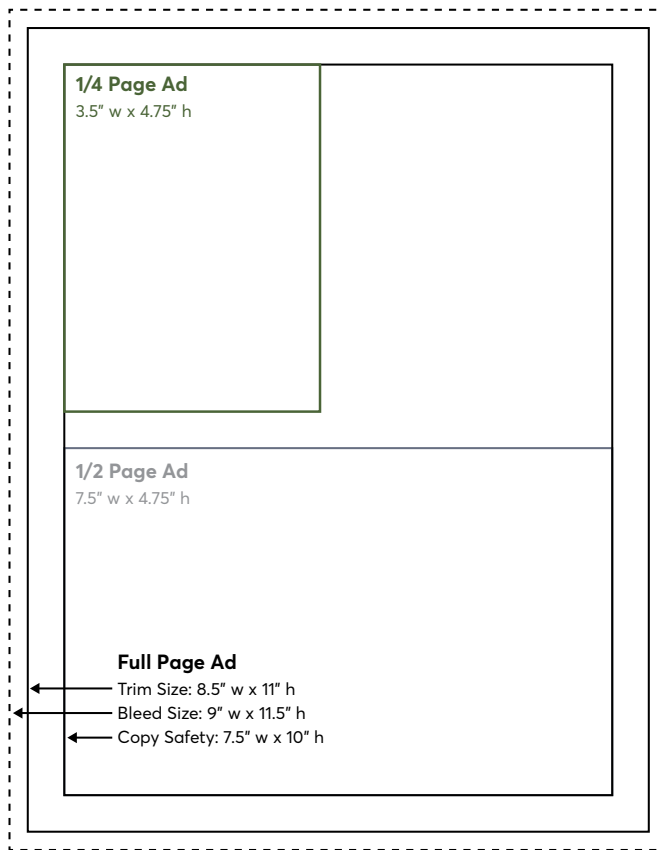
Advertisement design is NOT included in your advertising fee. You may use any professional designer of your choice. Approved, camera-ready advertisements must be received by **Friday, June 12 2026 at 5 p.m. MST.** Advertisement files must meet Advertisement Submission Requirements listed in this document.

Payment Terms

Payment is due within thirty (30) days of invoice. Payments can be made by debit, credit card or cheque to the City of Grande Prairie c/o GP Guide. Include your invoice number on cheques.

AD SUBMISSION REQUIREMENTS

Dimensions



Document Resolution

Files submitted must be sent in standard minimum print resolution, recommended as 300 DPI.

Document Colour

Files submitted must be sent in the CMYK or grayscale colour space. Files in RGB or Pantone will not be asked to resubmit.

Photo Elements

Photography and raster images included within the file should have a resolution of 300 DPI. All photo elements should be CMYK.

Line Art/Text

Line art and text included within the file should have a resolution of 1200 DPI. All line art and text elements should be CMYK.

Links

All links within the file must be embedded.

Fonts

All fonts within file should be outlined.

Colour Saturation

The combined value of CMYK colours used within the advertisement should not exceed 300% ink saturation. "Registration" black should not be used, as this could cause over-saturation of ink.

Bleeds

If advertisement requires a bleed, please include bleed of 0.25" with crop marks. No bleeds are required for advertisements smaller than a full page.

Digital File Types

- **Preferred File Format:** Adobe Acrobat PDF
- **Accepted File Formats:** Adobe Illustrator (EPS or AI files), Adobe InDesign (INDD or IDML), Adobe Photoshop (PSD, JPG, TIFF, PNG)
- **Not Accepted File Formats:** Powerpoint, Word, Publisher, Excel, Freehand, Corel Draw, Paint, Quark

Submission

Final advertisements can be submitted to sponsorship@cityofgp.com. If advertisement size exceeds email limits, request a One Drive link by emailing sponsorship@cityofgp.com.

Deadline

A signed copy of this Contract must be received by email to sponsorship@cityofgp.com on or before **Friday, May 15, 2026** to reserve space for advertising in the 2027 edition of the Grande Prairie Guide.

Advertisements must be received on or before **Friday, June 12 2026 at 5 p.m. MST**. Advertisements received after deadline may not be accepted and advertisement(s) space may be removed.

ADVERTISING CONTRACT (“CONTRACT”)

Booking Advertisement Space

A signed Contract must be received by email to sponsorship@cityofgp.com on or before **Friday, May 29, 2026** to reserve space in the 2027 edition of the Grande Prairie Guide.

Advertisement

The Advertiser shall pay for the cost of producing the advertisement and updates the Advertiser wishes to make thereto (“**Advertisement**”).

The City of Grande Prairie (“**City**”) will reject any Advertisement that does not appear to meet the Canadian Code of Advertising Standards.

The City reserves the right to change advertising specifications and rates for the Grande Prairie Guide.

Ownership

The Advertiser assumes responsibility for the Advertisement submitted and guarantees content is original, does not violate any law or infringe the copyrights, trademarks, trade names or patents of any other person, entity, or corporation and contains no matter which is libelous, an invasion of privacy, or unlawful appropriation of the name or likeness, or is otherwise injurious to the rights of any other person and that the Advertiser has obtained all necessary consents prior to submission. The Advertiser assumes liability for all content (including but not limited to, text, representations and names) of advertisements printed.

Authorization & Responsibility

No Contract for the Grande Prairie Guide shall be valid unless signed by an authorized agent of the Advertiser. The contact person indicated on the Contract assumes all responsibility for submitting your Advertisement(s) for the Grande Prairie Guide. If an Advertisement is not received by the provided deadline, your space will be forfeited.

Submissions

Camera-ready advertisements must be submitted by email to sponsorship@cityofgp.com on or before **Friday, June 12, 2026 at 5 p.m.** A link for One Drive may also be requested by email for larger files.

Camera-Ready Advertisements

Camera-ready Advertisements are considered approved upon submission. Please ensure you have reviewed your advertisement and made any required changes before submitting it as proofs are NOT provided of the final publication.

Advertisements must be the exact dimensions shown above. If the size is incorrect, you may be asked to rebuild it. The preferred file format for camera-ready Advertisements is PDF.

Final Print Product

High-resolution digital files may undergo a change in image quality or colour during printing.

Distribution

The 2027 edition of Grande Prairie Guide will be in circulation from January 2027 to December 2028.

Liability

The Advertiser shall indemnify and save harmless the City from and against any and all claims, liens, demands, awards, judgments, actions and proceedings, at law or at equity or under any statute, by whomsoever made, brought, filed, or prosecuted, arising from or in relation to any act or thing done or omitted to be done by the Advertiser, its officers, employees or agents in relation to the Advertiser’s rights or obligations hereunder, PROVIDED HOWEVER that the Advertiser’s said obligation to indemnify and save harmless the City shall not apply to the extent that any claim, lien, demand, award, judgment, action, or proceeding arises from any negligence, intentional tort or other fault (including breach of this Contract) on the part of the City, its authorized officers, employees or agents.

Termination

The City reserves the right, in its sole discretion, to reject or cancel advertising material at any time. The City shall not be liable for any errors appearing in an Advertisement after the Advertiser has submitted the Advertisement.

The City shall have the right to terminate this Contract at any time, with or without notice to the Advertiser, for non-payment of invoice at the due date. All payments are non-refundable.

TERMS & CONDITIONS

Entire Contract

- This Contract supersedes and replaces all other Contracts, letter agreements, written instruments and verbal understandings of any kind whatsoever, pertaining to the subject matter of this Contract.
- All the covenants terms, provisions and undertaking of this Contract shall extend to and be binding upon the City and the Advertiser.
- This Contract shall not be assigned or sub-let, either in whole or in part, by the Advertiser.
- No amendment of this Contract shall be valid unless in writing and signed by each of the Parties hereto.
- The Advertiser is an independent Association from the City and shall not be deemed to be an agent of the City for any purpose whatsoever.
- If any provision of this Contract is determined to be invalid or unenforceable in whole or in part, such invalidity or unenforceability attaches only to such provision and all other provisions in this Contract remain in full force and effect.
- The Advertiser acknowledges that, in executing this Contract, she/he/it/they has/have had the opportunity to seek the advice of independent legal counsel and has read and understands all of the terms and conditions of this Contract and agrees to be bound by them.

- Time shall be of the essence in this Contract.
- This Contract may be executed in counterpart, may be transmitted electronically, signed with digital signature and shall be as binding upon the Parties as though it were an original Contract.
- The person signing below represents and warrants they are duly authorized to so sign on behalf of and to legally bind the Advertiser in respect to this Contract.

Privacy Statement

Personal information collected through this Advertising Contract is authorized under Section 4(c) of the Protection of Privacy Act, SA 2024, c. P-28.5 ("POPA").

The information will be used for the purposes of administering advertising agreements, including processing your booking, communicating with you regarding your advertisement, billing and payment.

Business information (such as business name and business contact details) may be published in the Grande Prairie Guide and distributed publicly for the purpose of promoting local businesses, investment, employment and economic development.

Authorized Signature

Date

Email signed Contract to sponsorship@cityofgp.com by May 29, 2026.