



Terms of Service

PRODUCTION REQUIREMENTS. Digital ad copy to be published in the Homewood-Flossmoor Chronicle (Chronicle) will be accepted in PDF, TIFF, PNG or JPG format via email to advertising@hfchronicle.com or digital dropbox with notification sent to advertising@hfchronicle.com. Ad copy should conform to the dimensions and formats described below. Ad deadlines will be posted at bit.ly/Chronicle-ad-deadlines.

For ads designed by the Chronicle for clients, all ad content, including photo files and text, must be sent with design instructions to advertising@hfchronicle.com by the ad order deadline. Clients will receive initial design and two revisions at no charge. After two revisions, subsequent changes will be subject to a \$35 per hour design fee.

GENERAL POLICY. Advertisers and agencies representing the advertiser assume liability for all ad contents, text, photos, illustrations, representations, and advertisements printed, and also assume responsibility for any claims made against the publisher. The Chronicle reserves the right to reject any advertising which is not in keeping with the publication's standards. The Chronicle reserves the right to repeat previous copy if new copy is not received by the space reservation deadline.

The advertiser agrees to honor any offers specified in its advertisement as per its terms and conditions. The advertiser assumes full responsibility that advertiser's advertisement, business operations, services and products comply with all applicable laws.

The Chronicle will not be responsible for errors in any advertisement due to errors in ad copy or artwork furnished by the advertiser. In the event of any error in any advertisement not caused by errors in ad copy or artwork furnished by the advertiser, the liability of the Chronicle shall be limited to the return of any charges paid by the advertiser to the publisher for the advertisement in which the error occurred.

PAYMENT TERMS. For one-time ads, payment in full will be required by the copy deadline. Multiple-run ads will be billed, and payment is due on receipt of invoice. All checks for deposit or payments will be made to the Homewood-Flossmoor Chronicle or the H-F Chronicle. A \$25 service charge will be imposed on any check returned for any reason.

ACCEPTANCE. By submitting your advertising you are agreeing to the H-F Chronicle's terms of service.