



# Fashion & Beauty Calendar Request Form

Special sales and promotions, trunk shows, designer appearances, fashion shows and seminars.  
A free service for our advertisers.

## PLEASE PROVIDE THE FOLLOWING INFORMATION AS SOON AS IT IS AVAILABLE

Store/retailer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: www. \_\_\_\_\_

Contact: \_\_\_\_\_ Position: \_\_\_\_\_

Regular store hours and days of operation: \_\_\_\_\_

Type of event: \_\_\_\_\_

Description of event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date, time and location of event: \_\_\_\_\_

\_\_\_\_\_

Additional information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**INCLUSION IS BASED ON AVAILABLE SPACE AND THE DISCRETION OF THE EDITORS, AND IS NOT GUARANTEED**

## METHODS TO SUBMIT CALENDAR INFORMATION:

1. **E-MAIL** information in provided format to [society@verobeachmagazine.com](mailto:society@verobeachmagazine.com)
2. **FAX** information to Kathryn Smith at (772) 231-9534
3. **MAIL** information to: Kathryn Smith, Social Editor  
*Vero Beach Magazine*  
956 20th Street,  
Vero Beach, Florida 32960
4. **DROP OFF** information at our offices. *Vero Beach Magazine* is located on the corner of 10th Avenue and Route 60 East in Vero Beach. If you wish to meet with Kathryn Smith, please call first for an appointment. (772) 234-8871

## ABOUT CALENDAR PHOTOGRAPHY:

- Please submit one photograph for possible inclusion, if space is available, in the *Calendar* section.
- If photography is submitted for the *Calendar*, it must not have been submitted to any other local publication.
- Everyone in the photo must be identified along with their relation to the event. Please include professional information if representing a sponsoring business.
- E-mailed photos must be JPEG or TIF format, minimum size: 4 x 6 inches @ 300 dpi (file size: minimum 1 MB). Each photo must be e-mailed individually.
- We accept photos on CDs in JPEG or TIF format, minimum size: 4 x 6 inches @ 300 dpi (file size: minimum 1 MB).