# Mathematical Association of America

**Insertion Order Form — Client Information**

Important! Items marked with an asterisk * must be filled in or the order cannot be processed. Use a separate form for each publication.

## Billing Information *

<table>
<thead>
<tr>
<th>Date</th>
<th>Payment Type</th>
<th>□ Visa</th>
<th>□ MasterCard</th>
<th>□ Check</th>
<th>□ Money Order</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company</td>
<td>Purchase Order #</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact Name</td>
<td>Bank Card #</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>Expiration / / (mm/dd/yyyy)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City/State/Zip</td>
<td>Signature</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone #</td>
<td>Print Name</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax #</td>
<td>E-Mail</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Total Insertion Charges * (add total charges from page 2)

*Rates can be found in the media kit or online at www.maa.org/pubs/advertising*

| Insertion Costs | $ |
| Full Page Bleeds (add 10% to Insertion Costs) | $ |
| **Subtotal** | $ |
| Agency Discount (subtract 15% from Subtotal) | $ |
| **Total Amount Due** | $ |

Mail or Fax Insertion Order to:

MAA Advertising  
1529 18th St NW  
Washington, DC 20036

Phone: (877) 622-2373  
Fax: (202) 319-8461  
E-mail: advertising@maa.org
### Mathematical Association of America

*Insertion Order Form — Ad Details*

*Advertising rates can be found in the media kit or online at [www.maa.org/about-ama/advertise-withama](http://www.maa.org/about-ama/advertise-withama).*

<table>
<thead>
<tr>
<th>American Mathematical Monthly</th>
<th>College Mathematics Journal</th>
<th>Mathematics Magazine</th>
<th>MAA FOCUS</th>
<th>Math Horizons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frequency</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1x</td>
<td>1x</td>
<td>1x</td>
<td>1x</td>
<td>1x</td>
</tr>
<tr>
<td>5x</td>
<td>3x</td>
<td>3x</td>
<td>3x</td>
<td>2x</td>
</tr>
<tr>
<td>10x</td>
<td>5x</td>
<td>5x</td>
<td>6x</td>
<td>3x</td>
</tr>
</tbody>
</table>

**Insertions Months**

(check all that apply)

- Jan
- Feb
- Mar
- Apr
- May
- Jun/Jul
- Aug/Sep
- Oct
- Nov
- Dec

**Ad Type**

(select one)

- Two-Page Spread
- Cover 2 (inside front)
- Cover 3 (inside back)
- Cover 4 (outside back)
- Full Page
- Half Page
- Two-Page Spread
- Cover 3 (inside back)
- Full Page
- Half Page
- Two-Page Spread
- Cover 3 (inside back)
- Full Page
- Half Page
- Cover 3 (4 color)
- Cover 4 (4 color)
- Full Page
- 2/3 Page
- Vertical
- Horizontal
- 1/2 Page
- Vertical
- Horizontal
- 1/3 Page
- Vertical
- Horizontal
- 1/4 Page
- 1/6 Page
- Cover 2 (4 color)
- Cover 3 (4 color)
- Cover 4 (4 color)
- Full Page
- 2/3 Page
- Vertical
- Horizontal
- 1/2 Page
- Vertical
- Horizontal
- 1/3 Page
- Vertical
- Horizontal
- Square
- 1/4 Page

**Options**

- Full Page Bleed (10% add’l charge)

**Materials**

- Pickup from:
  - Issue Mo/Yr ___/___
  - Page Number _____
- Art to be sent later
- Art enclosed
- Disk enclosed
- Mac
- PC
- Pickup from:
  - Issue Mo/Yr ___/___
  - Page Number _____
- Art to be sent later
- Art enclosed
- Disk enclosed
- Mac
- PC
- Pickup from:
  - Issue Mo/Yr ___/___
  - Page Number _____
- Art to be sent later
- Art enclosed
- Disk enclosed
- Mac
- PC
- Pickup from:
  - Issue Mo/Yr ___/___
  - Page Number _____
- Art to be sent later
- Art enclosed
- Disk enclosed
- Mac
- PC