MARKETING INFORMATION:
Students: 2,500*
Other Recipients (faculty, staff, alumni): 400*

Newspapers are FREE on campus and available for all students, faculty, staff and visitors. Newsstands located in most buildings on campus hold the paper alongside the Star Tribune and USA Today.

* Numbers are subject to change.

BILLING PROCEDURES:
1. All accounts are billed weekly and are payable upon receipt. Please pay bills from invoices. Statements will only be sent upon request. A 1.5 percent finance charge is added each month to any accounts past due 30 days after the invoice is billed.
2. All billing questions should be directed to Ahmed Seid, Advertising Manager cordad@cord.edu.
3. The Concordian reserves the right to discontinue services to advertisers who do not meet the billing requirements or at The Concordian’s discretion.

PRINT PUBLICATION:
September: 12, 26
October: 10, 31
November: 14
December: 6
January: 30
February: 13, 27
March: 26
April: 16

ONLINE PUBLICATION:
September: 19
October: 3, 17
November: 7, 21
December: 12
January: 23
February: 6, 20
March: 12
April: 2, 30

ADVERTISING INFORMATION 2019-20

ADVERTISING POLICY:
1. The Concordian reserves the right to refuse any advertising detrimental to the well-being of the newspaper’s reputation or contrary to college policy.
2. The Concordian reserves the right to fit advertisements to production requirements.
3. Cancellations will not be accepted unless received by 5 p.m. the Monday preceding publication.
4. All political advertisements must be prepaid and accompanied with the proper disclaimer.
5. The Concordian will not accept ads from advertisers with accounts 30 days past due.
6. Although no page position is guaranteed, desired position will be given when possible.
7. Contract arrangements can be made either in person or over the telephone.

ERROR POLICY:
The Concordian will not compensate for errors in excess of the cost of the ad in which the error appears. Correction runs or “make goods” will be given when appropriate as determined by the advertising manager.

IMPORTANT DATES:
First Semester Begins: Aug. 28
Family Weekend: Sept. 20-22
Homecoming Week: Oct. 10-13
Mid-Semester Recess: Oct. 19-27
Thanksgiving Break: Nov. 26-Dec 1
Fall Semester Finals: Dec. 16-18
Second Semester Begins: Jan. 9
Spring Break: Feb. 29-March 8
Easter Recess: April 9-13
Spring Semester Finals: April 29-May 1
Graduation: May 3

CONTACT INFORMATION:
Ahmed Seid, Advertising Manager
Cell Phone: (404) 933-9682
Email: cordad@cord.edu

Puthy Kun, Business Manager
Cell Phone: (701) 730-7808
Email: pkun@cord.edu

Anna Weier, Editor-in-Chief
Cell Phone: (218) 384-4405
Email: concord@cord.edu

Website: www.theconcordian.org

DEADLINES:
Ad Copy: 5 p.m. Sunday
Classifieds, cancellations: Noon Monday
Inserts: 5 p.m. Monday
Design Requests: 5 p.m. TWO Sundays preceding publication

PRODUCTION FAQ:
PDF files are preferred; however, we also accept PSD, TIF, GIF and JPEG formats. Email submissions to cordad@cord.edu are preferred, although CD, photo-ready and scannable submissions are acceptable.

TECHNICAL INFORMATION:
Color Line Screen: 100 dpi
Grayscale Line Screen: 85 dpi
Gutter: 0.125 inch
Paper Height: 20.5 inches
Paper Width: 11.625 inches
Column Width: Approx. 1.6-1.9 inches
The Concordian
Concordia College
901 8th St. S
Moorhead, MN 56562