

# **THE GOLDEN RETRIEVER CLUB YEAR BOOK**

## **REVIEWS FOR THE 2016 EDITION – PUBLISHED 2017**

**PLEASE NOTE:** This edition covers events / awards up to **31<sup>st</sup> January 2017 ONLY.**

Reviews may only be placed by club members. Photographs must be of dogs owned, joint-owned or bred by the advertiser. **PLEASE NOTE:** *Year Books are only sent to fully paid-up members at the date of issue.*

### **TERMS OF ACCEPTANCE**

**REVIEWS ARE ACCEPTED BY POST BUT ALSO BY EMAIL** – put “**GRC YEAR BOOK REVIEW**” in subject box and send to: **grc.yearbook.adverts@gmail.com**

### **REVIEWS BY POST**

Please supply text typewritten, clearly hand written or as digital text files on a CD, DVD or Memory Stick (see below how to supply).

**PROFESSIONALLY PRINTED PHOTOS:** Minimum print size supplied: 5” x 3” (120mm x 80mm) but no larger than A4.

Please **DO NOT** send Photographs printed on your own home printer, please email or supply them as for Digital images see below.

### **REVIEWS BY EMAIL**

**HOW TO SUPPLY:** text supplied as a “MS Word Doc or Docx file. Send your photos as separate digital images, even if you have positioned them in your word document. Images must be either JPEG TIFF or PDF (*Images pasted into Word are NOT kept in these formats*). Images must be high resolution (best is 300 dpi (dots per inch)). Minimum size 120mm x 80mm and supplied on a CD DVD or memory stick.

**SUPPLIED HIGH QUALITY PDFS:** The club will accept your own designed review as long as the pdf or jpeg is very high quality and the following things are done:

1. Body text to be in Times / Times New Roman, no other type styles except for Affix;
2. NO full bled photos / pages (to the edge of page) or landscape oriented pages will be accepted;
3. NO bright text or bright solid background colours;
4. PLEASE CHECK YOUR PHOTOS ARE HIGH RESOLUTION BEFORE YOU CREATE A PDF.

**OTHER INFORMATION:** Personal affix artwork of good quality is acceptable but all other typesetting and artwork will be done to the GRCs ‘house style’, unless you are supplying your own artwork, see previous notes and also note:

*PDFs which are unacceptable WILL either be rejected OR reproduced in our house style.*

***The Editors reserve the right to reject unacceptable reviews, correct grammar and spelling.***

**PROOFS:** All advertisers will be sent Email Proofs or hard copy (UK only, if SAE supplied) of their review. Please check your copy carefully, but note you CANNOT change your wording or images at proof stage, only printers errors will be amended.

**PLEASE NOTE:** *The GRC cannot guarantee the safe return of any originals sent and suggest you send copies, if valuable, NOT originals. Photographs can be returned by post (UK ONLY), see overleaf.*

### **PAYMENT:**

Either by **U.K. £Sterling Cheque** or **CREDIT CARD** see overleaf.

ALL CHEQUE PAYMENTS **MUST** BE MADE OUT TO **THE GOLDEN RETRIEVER CLUB.**

**DO NOT SEND EURO or STERLING payments from non UK Banks.**

**DO NOT SEND CASH.**

**DO NOT SEND your membership payment or changes of address.** The Year Book editor cannot process them, they must be sent to the Membership Secretary.

THE GRC reserves the right to refuse payments made in any other way.

**CREDIT/DEBIT CARD PAYMENTS: THE GOLDEN RETRIEVER CLUB CANNOT GUARANTEE SECURITY OF ANY CREDIT or DEBIT CARD INFORMATION SENT BY EMAIL OR POST, BUT WE DO NEED TO SEE A COPY OF THE COMPLETED FORM. IF YOU DO NOT WISH TO EMAIL YOUR FORM BUT DO WANT TO EMAIL YOUR ADVERT, THAT’S FINE BUT YOU MUST POST THE FORM.**

**ALL REVIEWS MUST BE WITH THE EDITOR NO LATER THAN 25th FEBRUARY 2017**

**SEND TO:**  
**Ms RUTH TURNER**  
**GRC YEAR BOOK EDITOR**  
**1 THE CROFT,**  
**TROWBRIDGE,**  
**WILTSHIRE, BA14 0RW.**  
**UNITED KINGDOM**

**PAYMENT DETAILS:**

Enclosed Review and payment as below, for inclusion in the GRC Year Book 2016, printed and published in 2017.

No of Pages:.....@ **£85.00** per page = **Total £**.....

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