

OREGON ASSOCIATION FOR COURT ADMINISTRATION
INVITATION TO ADVERTISE

The Oregon Association for Court Administration (OACA) publishes a quarterly newsletter for its membership of approximately 250 court employees. Two of these issues are also sent to Oregon municipal, county, state, tribal and tax court employees beyond the participating OACA members.

OACA will accept commercial advertising that meets the following criteria:

1. All advertisements are subject to the approval of the ECHO, Resolutions and By Laws Vice President and Committee members for content and layout. Any rejection may be appealed to the OACA Board by submitting the appeal in writing within 15 days of notification of rejection.
2. All advertisements submitted for publication must be accompanied by payment in full. Charges are as follows:
 - 1/4 page + \$30.00 per issue or \$100.00 per year
 - 1/8 page + \$20.00 per issue or \$75.00 per year
3. All advertisements submitted for publication should be formatted with MS Publisher and sized as follows and submitted via email:
 - 1/4 page = 3.5" wide x 4.5" high
 - 1/8 page = 3.5" wide x 2.5" high
4. All advertisements must be black characters, logos, etc., on a white background.
5. Newsletters will normally be mailed out the first week of the first month in each quarter. The ECHO Committee Chair must receive all advertisements by 4:00 p.m., 10 days prior to the printing deadline.

OACA invites you to place your advertisement for professional goods and services of interest to our membership in the newsletter. If you have any questions, please call Amy Anderson at (503) 681-6459 or by e-mail at amy@ci.hillsboro.or.us.

Please e-mail your advertisements and mail payment in full, payable to **OACA** to:

Amy Anderson
Hillsboro Municipal Court
250 SE 10th Ave
Hillsboro, OR 97123