

2021 Issue Dates	Space Close	Materials Due	First Possible In-Home Dates
Jan/Feb	11/06/20	11/13/20	12/28/20
Spring (Mar/Apr/May)	01/01/21	01/08/21	2/19/21
Summer (Jun/Jul/Aug)	04/02/21	04/09/21	5/28/21
Sep/Oct	07/02/21	07/09/21	8/20/21
Nov/Dec	09/03/21	09/10/21	10/22/21

RUN OF BOOK

Space Sizes	Bleed (W x H)	Trim (W x H)	Non-Bleed (W x H)
Full Page	8.125"W x 10.75"H	7.875"W x 10.5"H	-
Back Cover	8.125"W x 10.75"H	7.875"W x 10.5"H	-
Spreads	16"W x 10.75"H	15.75"W x 10.5"H	-
2/3 Page Vertical	-	-	4.5"W x 9.5"H
1/2 Page Horizontal	-	-	6.875"W x 4.625"H
1/2 Page Island	-	-	4.5"W x 7.125"H
1/3 Page Vertical	-	-	2.125"W x 9.5"H
1/3 Page Square	-	-	4.5"W x 4.625"H
1/6 Page Vertical	-	-	2.125"W x 4.625"H

Note: Live copy no less than .25" from trims

PRODUCTION SPECIFICATIONS

All ad submissions must be PDF/X1a files. All fonts and images MUST be embedded. PDF files must contain only 4-color process images (CMYK). Please convert all RGB images and spot colors to CMYK. All images for ads should be color corrected and provided at or above our minimum resolution requirement of 300 dpi.

Ads will be accepted by e-mail (<15MB), via online file sharing service (i.e., SharePoint, MS Teams, Dropbox, etc. >15MB), or via FTP site. The first two methods are strongly preferred.

FTP SITE INFORMATION (if necessary)

SFTP IP: [sftp://173.227.190.167/](ftp://173.227.190.167/)

Login Name: ad

Password: ad38967

1. Place your high-res PDF ad in the ADVERTISERS folder on the FTP site.
2. PDF files should be identified with issue date, publication, and ad name. Example: JF19_EnCompass_Hertz.
3. Send confirmation e-mail to kkaiser@colorado.aaa.com.

QUESTIONS

Direct any production questions to Keith Kaiser, Senior Communications Editor, *EnCompass*, 6061 S. Willow St., Suite 100, Greenwood Village, CO 80111. Tel: 720-593-5270. E-mail: kkaiser@colorado.aaa.com.

