



WILLIAMSPORT SUN-GAZETTE

Established 1801

To the couple,

Congratulations on your anniversary!

This form is meant to help you provide the necessary information we will need to publish an accurate announcement of your anniversary.

The Sunday Lifestyle section is pre-printed each week; therefore, forms must be received at least 10 days prior to the desired Sunday print date. Please plan accordingly; no exceptions will be made. Anniversaries will be published on the Sunday closest to the anniversary date, depending on when the form is received.

If you are submitting a photograph to accompany your announcement, color photos will be accepted but **MUST** be in vertical format, **NOT** horizontal. Also, make sure the photo, if reprinted, is printed on quality paper and is clear, not blurry, out of focus or dark. The photo must be a recent photo taken within the last five years. If you also would like to publish a photo of the couple from their wedding, a \$30 fee will be charged. Both photos will run in conjunction with the announcement. Copies of photos cut from other newspapers will not be accepted. Photos may be mailed with the form or e-mailed, in .jpg format, to life@sungazette.com. Please make a note that we will be receiving a completed form to go along with the photo if submitting by e-mail. Photos will be returned only if a self-addressed, stamped envelope is provided with the announcement form. Please allow 2 to 3 weeks for the return of a photo. Otherwise, photos may be picked up in the Lifestyle Department from 9 a.m. to 5 p.m. Monday through Friday.

When submitting high school, college and employment listings for the couple, be sure to include **EXACT** names of schools or employers, cities and states of location. Be sure to make note whether the person attended or graduated from the mentioned institution.

Please note: We do not include names of children's spouses or names of grandchildren or great-grandchildren.

In most cases, the announcement will run the Sunday before the anniversary, as long as it is received by deadline (about a week to two weeks in advance). Otherwise, the anniversary will run the following Sunday.

Completed forms may be sent to Adrienne Wertz, Williamsport Sun-Gazette, 252 W. Fourth St., Williamsport, PA 17701. Have questions or comments? Call (570) 326-1551, ext. 3109, between the hours of 9 a.m. and 5 p.m. Monday through Friday. I will be happy to help you with your announcement.

As with anything, **PLEASE PRINT CLEARLY!!!**

To be completed by Sun-Gazette staff:

Date received:

Date to run:

WILLIAMSPORT SUN-GAZETTE

Anniversaries

CONTACT INFORMATION: All questions and concerns may be directed to the Lifestyle Desk at 326-1551, ext. 3109. Mail or drop off forms to Adrienne Wertz, Williamsport Sun-Gazette, 252 W. Fourth St., Williamsport, PA 17701.

**** All information MUST be completed. ****

Printed name of person furnishing information:

Your telephone number between the hours of 9 a.m. and 5 p.m.:

(If a phone number is not provided and we cannot reach someone before the print deadline, a delay could occur with the publishing of this announcement.)

Are you submitting a photo with this form?

If so, is it included? Or was it e-mailed to life@sungazette.com?

**** Please include the name of the couple on the back of the photo if you are submitting it with this form.**

**** If you are e-mailing the photo, please include the male's last name in the subject line and note it is for an anniversary.**

If you are submitting a photograph to accompany your announcement, color photos will be accepted but **MUST** be in vertical format, **NOT** horizontal. Also, make sure the photo, if reprinted, is printed on quality paper and is clear, not blurry, out of focus or dark. The photo must be a recent photo taken within the last five years. If you also would like to publish a photo of the couple from their wedding, a \$30 fee will be charged. Both photos will run in conjunction with the announcement.

NOTE: Photos that do not meet these guidelines or those that do not reproduce well in newsprint will not be published.

THE COUPLE'S INFORMATION:

Names of the couple:

City, state of residence:

Anniversary date:

Number of years married:

Officiating clergy:

Place of marriage (include city, state):

Are the couple members of a church? (include city, state):

INFORMATION ABOUT THE WIFE

Full maiden name:

City, state born:

Names of parents:

Are they living? (if yes, include city, state in which they reside):

School information (please include names of schools graduated from, including graduating year, names of schools attended and the city and state of location):

Military information (include branch of military and any wars):

Occupation and employer (include city, state and year retired, if applicable):

INFORMATION ABOUT THE HUSBAND

City, state born:

Names of parents:

Are they living? (if yes, include city, state in which they reside):

School information (please include names of schools graduated from, including graduating year, names of schools attended and the city and state of location):

Military information (include branch of military and any wars):

Occupation and employer (include city, state and year retired, if applicable):

CHILDREN OF THE COUPLE

Please list names of children, whether a daughter or son and their city, state of residence:

Number of grandchildren: (No names will be printed.)

Number of great-grandchildren:

Is an anniversary celebration being planned? If so, include date, place and name of host(s):