



**UPPER ST. CLAIR TODAY**

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## *Magazine Front Cover Policies*

In keeping with the goals of the **UPPER ST. CLAIR TODAY** magazine and policies of the publishers, the cover photography and content will portray the qualities of Upper St. Clair, showcase the timeless “treasures” of the community’s art, culture, history, and landmarks, share insight and information on the School District and Township municipal services, and/or focus on the wealth and diversity of its residents’ backgrounds, interests, talents, social groups, and occupations.

- ◆ No exterior photos of buildings can be submitted for the cover unless the building is located in the Township of Upper St. Clair.
- ◆ No exterior or interior signs for a business or company can be on the cover.
- ◆ Photos of people submitted for the cover must be of people who reside or work in Upper St. Clair. This includes owner, staff, or clients of the advertiser.
- ◆ Front cover sponsor will receive up to two free pages for editorial use, including text, photography, and company logo, within the same edition of the magazine. Placement is at the discretion of the Editor-in Chief.
- ◆ Front cover underwriter, upon giving front cover discretion to the Editor-in-Chief, will receive discounted pricing, a full page ad, and up to two free pages for editorial use, including text, photography, and company logo, within the same edition of the magazine. Placement is at the discretion of the Editor-in-Chief.
- ◆ Non-profit discounts can apply in certain circumstances.
- ◆ Exceptions to the above policies will be extremely rare and can only be approved months well in advance of the deadline by the Editor-in-Chief and Managing Editor.