Dear Students, Family, Friends, and Supporters,

The African American Cultural Celebration (aka Black Graduation) Committee at USC is in the process of planning the 2010 African American Cultural Celebration Ceremony. This is an annual ceremony held prior to the general USC graduations. It allows students to celebrate their accomplishments with faculty, friends and family in a fun and relaxing atmosphere. Each year the celebration is a huge success as Bovard Auditorium is always filled to capacity.

One of our goals this year is to create an outstanding souvenir journal that will complement the ceremony and serve as a special memoir for each graduating student. The journal will contain the ceremony’s program, a biography of the guest speaker, and the name, picture and a brief biography of each graduating student.

As you may know, producing a journal of this magnitude is very costly. Therefore, we are asking for your support for this keepsake, which will bring back memories long after graduation. We are offering all students, friends and family the opportunity to be a part of this special memoir by placing an advertisement in the book or a message congratulating your special graduate or friends graduating.

Attached is an advertising price list for all interested parties. If you are interested in placing an advertisement, please fill out the information listed on the attached price list, and return to 3601 Trousdale Parkway, Suite 415, Los Angeles, CA 90089 by Friday, April 2nd. Additionally, please make all payments for Souvenir Ads online at www.usc.edu/cbcsa.

If you have any further questions/comments, you may contact Danielle Stevenson via email at dmsteven@usc.edu or via phone at (213) 740-8257. Thank you in advance for your support.

Sincerely,
Black Graduation Committee
2010 African American Cultural Celebration Committee
Advertising Form

Yes, I am interested in purchasing an ad in the 2010 Black Graduation Souvenir Ad Book

$100.00  ( ) Full Page Spread
$60.00  ( ) Half Page Spread
$40.00  ( ) 1/4 Page Spread
$30.00  ( ) 1/8 Page Spread (Business Card)

Write Announcement Here (or attached camera ready artwork or business card)

Advertisement Purchased For (student’s name): _______________________________________

Contact Person: ______________________________________________________________

Telephone: ( ) ________________________________

Company Name (If applicable): _________________________________________________

Mailing Address: _____________________________________________________________

City: __________________________ State: ______________ Zip Code: __________

Note: If you are purchasing a 1/8 page. Please enclose your business card ONLY.
Please make payments for the ad book via CBCSA website: www.usc.edu/cbcsa.

*Strongly Suggested: Electronic submission of form and picture can be sent via email to
blkgrad@usc.edu (However payment MUST be made via CBCSA website)

OR

If you do not have computer acces, remit pictures via compact disc (CD) ONLY to:

Black Graduation Committee
3601 Trousdale Parkway, Suite 415
Los Angeles, CA 90089-4899
Instructions for Submitting Ad Book Form

1.) Select a size for your page options

2.) Submit a payment via pay pal account at www.usc.edu/cbcsa. **Click the Ad Book Payment link.** *Payment for the Ad Book will begin **Decembr 14th** and ends on **April 2nd.** There will be no exceptions due to time constraints to print the ad book, so please submit your payment and information on time!

3.) Fill in required fields of information “name, telephone, selected size ad etc."

4.) Send your scanned photo and form documents to blkgrad@usc.edu – PLEASE USE THE EXACT SAME INFORMATION SUBMITTED TO THE PAY PAL ACCOUNT.

**IF ORDER PERSON IS JANE DOE, PLEASE LABEL THE EMAIL “AD FORM FOR JANE DOE.”** *An example is listed on following page

Please type Ad book for (the person’s name) in the subject line

OR

5.) Compact Discs may be sent to:

Black Graduation Committee
2601 Trousdale Parkway, Suite 415
Los Angeles, CA 90007

Loose pictures **WILL NOT** be accepted- everything must be burned on a disc

*If you are purchasing a 1/8 page. Please enclose your business card **ONLY.**

6.)
Documents that are submitted via blkgrad@usc.edu will receive a confirmation email within one week of submission of documents. * If you submit your documents without payment you WILL NOT have a page in the Ad souvenir book.

*Your receipt for payment on the pay pal account via www.usc.edu/cbcsa will be electronically documented immediately in the CBCSA record, showing that you have paid for a page. However you must submit the remaining documents as well.
Congratulations Chris, we are so proud of you. Your accomplishment on graduating from the University of Southern California is a big achievement. You have grown into a wonderful mature young man. We wish you the best and love you. –Mom & Dad

* Your picture & text will be reduced to the size page you chose