

# PRINT PUBLICATION ADVERTISING EXPENSE STATEMENT

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COMPANY NAME

DEPARTMENT / UNIT

CAMPAIGN NAME

STATEMENT DATE

BILLING PERIOD

PREPARED BY

PUBLICATION NAME	AD SIZE / FORMAT	RUN DATE(S)	CIRCULATION	UNIT RATE	QTY	TOTAL COST

SUBTOTAL	
AGENCY FEES	
DESIGN & PRODUCTION	
TAX / VAT	
GRAND TOTAL	

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PREPARED BY (SIGNATURE & DATE)

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APPROVED BY (SIGNATURE & DATE)