

# Sioux City Journal

P.O. Box 118, Sioux City, IA 51102 | 712-293-4236 or 800-397-9820, ext. 4236

## Birthday Announcement

Please read the guidelines for more information.

PLEASE TYPE OR PRINT ALL INFORMATION PLAINLY

Desired date of publication: \_\_\_\_\_

Will you supply a picture?  Yes  No

Name of birthday celebrant: \_\_\_\_\_

of \_\_\_\_\_

will celebrate (check one)  his  her  (number) birthday

with (check one)  open house  family dinner  other

from \_\_\_\_\_ to \_\_\_\_\_ on \_\_\_\_\_  
(start time) (end time) (date)

at \_\_\_\_\_  
(place and street address, town, state)

Cards may be sent to \_\_\_\_\_  
(city, state, zip)

Spouse's name: \_\_\_\_\_

Wedding date/place: \_\_\_\_\_

Children(s) Names and town: \_\_\_\_\_

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Number of grandchildren: \_\_\_\_\_

Number of great-grandchildren: \_\_\_\_\_

Actual birthday/birthplace: \_\_\_\_\_

Former occupation/other information

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Information supplied by: \_\_\_\_\_

Daytime contact number: \_\_\_\_\_

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## Guidelines

All birth, engagement, anniversary, wedding, and birthday announcements will run on Sundays. Forms are available at the front desk of the Sioux City Journal or visit <http://siouxcityjournal.com/announcements>. You may also request to have the forms mailed. Announcements will appear on The Journal's website.

### Deadlines

- The deadline for submitting announcements is as follows:
  - ALL anniversaries, engagements, weddings, birthdays and births need to be submitted 10 days prior to the Sunday publication date.
  - The anniversary announcements are for those married 25 years or more. If a photo is used, it needs to be a recent photo.
  - Birthdays are for those 80 years and older. If a photo is used, it needs to be a recent photo.
  - All announcements are subject to space availability.

### Photos (anniversary, wedding, engagement and birthday announcements)

- Black and white or color photos may be used.
- In lieu of a height discrepancy, the most satisfactory photos are when the couple's heads and shoulders are close together.
- E-mail options are available. If a photo is e-mailed, it must be sent as an attachment in .jpg format.
- Please write the last name(s) of the couple on a small piece of paper taped to the back of the photo.
- Photos need to be left at The Journal, 515 Pavonia St., and may be picked up after the announcement publication.
- Photographs can be returned by mail if accompanied by a self-addressed, stamped envelope.
- Photographs not picked up after 6 months will be discarded.
- The Sioux City Journal is not responsible for lost or damaged photographs.

### Options and charges

The Journal provides the following options for publications of anniversaries, engagements, and weddings:

- Announcement without a photo. No charge.
- Announcement with small photo, \$41.
- Announcement with a large photo, \$61.

Payment must be received before your announcement can be published.

There is no charge to run a birthday announcement and photo.

### Addresses

The Sioux City Journal, Box 118, Sioux City, Iowa 51102

Telephone: 712-293-4236 or 1-800-397-9820, ext. 4236

Website: <http://www.siouxcityjournal.com>

E-mail: [features@siouxcityjournal.com](mailto:features@siouxcityjournal.com)