



REQUEST FOR LEGAL NOTICE

I understand that by signing this form, I am agreeing to the cost of the legal notice to be published in the newspaper.

Payment is required at the time of the legal notice being received by the City and before it is published in the newspaper.

To Pay by Credit Card (preferred):

The cost of the ad will depend on its length. After the News generates a proof of the ad, you will receive notice of the actual cost. You can then pay by credit card by calling our legal notice clerk at 978-338-2512.

To Pay by Check:

Attach a check in the amount of \$540.00* made payable to THE SALEM NEWS.

Check # _____

*Prepaid cost required to run: \$270 per day x 2 days = \$540 deposit

Important: Average legal notice costs are estimated; customers paying by check will either be refunded or billed after the legal notice is published.

If payment is not received, the legal notice will be cancelled.

Applicant/Authorized agent sign here:

Print Name: _____

Address: _____

Phone: _____

Date: _____