# Austin American-Statesman statesman.com

#### PAID OBITUARY AND IN MEMORIAM NOTICES

(Updated July 8, 2015)

Obituary Staff available at <u>obits@statesman.com</u> or 512-445-4005 Phone hours are as follows:

> Weekdays: 8 a.m. – 5 p.m. Weekends: 1 p.m. – 4 p.m. Holidays: 11 a.m. – 2 p.m.

DEADLINE FOR SUBMISSION IS

## 1:30 p.m.

## FOR PUBLICATION THE NEXT DAY

Obituaries cost **\$9.46 per line and a \$75 flat fee** for the digital obituary that includes a guest book, social sharing capabilities, video and photo galleries options.

Funeral Homes may bill notices to their established account or in accordance with current transient billing procedures

 Prepayment is required for notices billing to individuals or out of state funeral homes. For your convenience we accept American Express, Visa, MasterCard, Discover and Check-by-Phone (within Texas only)

All Austin American Statesman advertising terms and guides of publication apply. Complete terms are available online at statesman.com/obituaries or contact us at 512-445-4005.

The Newspaper reserves the right to refuse all material or photos based on our discretion.

## If you are an individual submitting an obituary please follow these guidelines:

- Submit the obituary (in the body of the email or as a Word attachment) and photo if desired (jpeg file please) via email to <u>obits@statesman.com</u> so that it is submitted, finalized and paid for by 3:30 p.m.
  - Please include your full name, address and phone number in the email so we can set up an account for you.
- Please also include the Name and Contact Number for the Funeral Home or Crematory who is handling the deceased as we do have to call and verify death.

You will receive an email reply back from us with a proof of what your ad will look like, along with the cost and then you can call 512-445-4005 in to make payment before 3:30 p.m.
(2:00p.m. on Holidays) in order for the obituary to publish as early as the next day.