

Print advertising template instructions

The Ohio Society of CPAs has created three print advertisements you can use to promote your business. The ads are easy to customize with your own logo and contact information, and you may use them as often as you like as part of your print advertising program.

Download and personalize

The following print ads are provided in a Microsoft Word format. The “Company Logo” and “CPA Name” area are editable. Right click on the file and save to your computer.

Add your company logo

1. Open the file in Microsoft Word. Highlight and delete “Company Logo” text.
2. Insert your company logo jpg format by navigating to where your company logo resides by “insert picture”.
3. Scale the logo accordingly.

Add your company name and contact information

1. Highlight “CPA Name” text and type your company name.
2. Highlight the address information and type your contact information.
3. Save the file.

Provide your ad to media

Publications require high-resolution pdf for printing.

1. Pull down to “Print” and activate the “Print Dialogue Box”.
2. Switch “Name” to “Adobe PDF”.
3. Click on properties button and switch “Default Settings” to “Press Quality”.
4. Click “OK” and save the high resolution pdf on your computer.



Click here to download the following print advertisements: [\(link\)](#)

Color advertisement

- TAX - Full page ad
- TAX - Half page ad
- TAX - Quarter page ad
- TAX - Business card page ad

- Financial Advisor Sign - Full page ad
- Financial Advisor Sign - Half page ad
- Financial Advisor Sign - Quarter page ad
- Financial Advisor Sign - Business card ad

- Financial Advisor Block - Full page ad
- Financial Advisor Block - Half page ad
- Financial Advisor Block - Quarter page ad
- Financial Advisor Block - Business card ad

- Business Advisor Sign - Full page ad
- Business Advisor Sign - Half page ad
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- Business Advisor Sign - Business card ad

- Business Advisor Block - Full page ad
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- Business Advisor Block - Quarter page ad
- Business Advisor Block - Business card ad

Black & white advertisement

- TAX - Full page ad
- TAX - Half page ad
- TAX - Quarter page ad
- TAX - Business card page ad

- Financial Advisor Sign - Full page ad
- Financial Advisor Sign - Half page ad
- Financial Advisor Sign - Quarter page ad
- Financial Advisor Sign - Business card ad

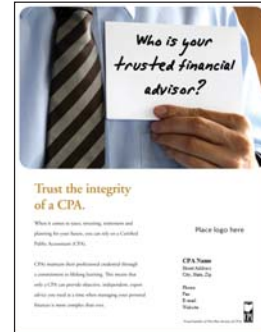
- Financial Advisor Block - Full page ad
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- Financial Advisor Block - Quarter page ad
- Financial Advisor Block - Business card ad

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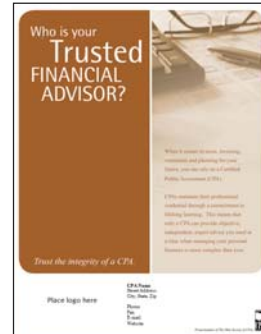
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Tax



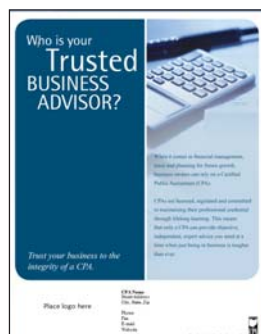
Financial Advisor Sign



Financial Advisor Block



Business Advisor Sign



Business Advisor Block