

Helpful hints for placing your CELEBRATIONS announcement

- A full-body shot may not fit well in a 2x2 or 4x3, but may look better in a 2x3, 4x4 or 4x5. Likewise, a head and shoulders shot will fit well in a 2x2 or 4x3.
- When writing your announcement, it's best to use a previously published one as a guide. You can find them under CELEBRATIONS on our Web site, www.muskogeephoenix.com or in the Sunday edition of the Muskogee Phoenix.
- If you choose to e-mail your announcement, be sure to include your name, address and daytime telephone number where you can be reached. We accept photographers' e-mailed photos as well.
- Payment for announcements can be made by credit card by supplying number, expiration date and security code (from the back of the card) to our cashier. To pay in person, visit the Phoenix at 214 Wall Street in downtown Muskogee and pay in cash, check or credit card.
- Deadline for submitting the information for your announcement is 4 p.m. on Monday, before the Sunday it's to be published. Deadline for final corrections and payment is 4 p.m. Wednesday before publication. Payment must be made before the announcement is published.
- We encourage you to proofread your announcement before it runs. If possible, bring your photo and text on a data CD to ensure correct spelling. We also will e-mail (in PDF format) or fax announcements for proofing and approval.
- Office hours are 8 a.m. to 5 p.m., Monday through Friday.
- If you have question, please call 918-684-2900 or 918-684-2908 or e-mail celebrations@muskogeephoenix.com .

Wedding Announcement

_____ - _____
(Groom's last name)

(Bride's last name)

If not the bride & groom, who is announcing the wedding: _____

Bride's full name: _____

Groom's full name: _____

Time of wedding: _____ Date of wedding: _____

Place of wedding: _____ City/State: _____

Officiator(s): _____

Who hosted rehearsal dinner: _____

Time of reception: _____ Place of reception: _____

Bride's parents: _____ City/State: _____

_____ City/State: _____

Groom's parents: _____ City/State: _____

_____ City/State: _____

Bride's grandparents: _____ City/State: _____

_____ City/State: _____

_____ City/State: _____

_____ City/State: _____

Bride's education: Attends Graduated Attended _____

Bride's employment: _____

Groom's grandparents: _____ City/State: _____

_____ City/State: _____

_____ City/State: _____

_____ City/State: _____

Groom's education: Attends Graduated Attended _____

Groom's employment: _____

Who presented the bride in marriage: _____ Who escorted bride: _____

Description of bride's gown: _____

Description of the bouquet: _____

Maid of honor: _____ City/State: _____

Matron of honor: _____ City/State: _____

Bridesmaids: _____

Flower girl: _____ City/State: _____

House party: _____ City/State: _____

Best man: _____ City/State: _____

Groomsmen: _____

Ringbearer: _____ City/State: _____

Ushers: _____ City/State: _____

Music: _____

Floral arrangements by: _____

Other information: _____

Honeymoon: _____

Residence: _____

FAX or E-mail address for proof: _____

Anniversary Announcement

(Name of couple)

Which anniversary: _____ Date of anniversary: _____

What kind of celebration (reception, mass, party, etc.) _____

Location of celebration: _____ Date of celebration: _____

Host(s): _____

Where and when the couple was married: _____

Wife's maiden name: _____

Officiator: _____

Husband's education/occupation: _____

Retired: Yes No

Wife's education/occupation: _____

Retired: Yes No

Church/organization memberships: _____

Other information: _____

Children and location (City/State): _____

Grandchildren and location (City/State): _____

Other family: _____

FAX or E-mail address for proof: _____