



CANADIAN ASSOCIATION FOR PLAY THERAPY

NEWSLETTER ADVERTISING ORDER FORM

The Sand Tray Newsletter | Rates Effective August 15, 2026

Please use this form to request an events page listing or display advertisement in The Sand Tray. Submit the completed form and advertising materials **at least 30 days before** the requested issue.

1. Advertiser Information

Name or Organization:	
Contact person:	
Email:	

2. Advertiser Status

CAPT Member (please provide Membership Number) →
Non Member, Business or Organization

3. Advertising Selection

Select	Advertising Type	Member Rate	Non Member Rate
	Basic events listing - CPT-S member	Free	Not applicable
	Basic events page listing - CAPT member (not a supervisor)	\$50	Not applicable
	Quarter page display advertisement	\$125	\$175
	Half page display advertisement	\$175	\$300
	Full page display advertisement	\$250	\$500

Requested issue or publication date:	
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4. Order Summary

Selected Rate	Applicable Tax	Total Due	CAPT Use Only
\$	\$	\$	\$



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5. Authorization and Submission

Authorized Name	Signature	Date

Submission Guidelines

Send the completed order form and advertising materials to admin@canadianplaytherapy.com at least **30 days before the requested issue**.

i. Events Listing

Provide the following for a Basic Events Listing as editable text in your email or an attached Word document:

- Event name, date, time, time zone and location (or “online”)
- Brief description, presenter name and relevant credentials
- Full registration URL, website URL and social media handle, if applicable
- Contact email for inquiries
- For a free CPT-S listing, details of the minimum 20% discount for CAPT members

Please note: Basic listings are text only; a graphic is not required.

ii. Quarter, Half and Full Page Ad

Submit one finished, publication-ready **PDF, jpeg or png** for the selected ad size. Include the full destination URL and social media handle in your email, even if they appear in the artwork, so CAPT can verify them before publication.

Display Advertisement Dimensions

The Sand Tray uses a standard 8.5" x 11" page with a 0.5" border on all sides. Please prepare artwork to the following maximum dimensions:

Ad size	Dimensions	At 300 dpi
Quarter page	3.75" x 5"	1125 x 1500 px
Half page, horizontal	7.5" x 5"	2250 x 1500 px
Full page	7.5" x 10"	2250 x 3000 px

- Keep the file size at or below 3MB and embed all fonts.
- Please proofread names, dates, contact details and URLs before submitting.
- CAPT may request a revised file if the artwork does not fit the reserved placement or is unsuitable for publication.
- Do not add bleed or crop marks.
- Keep important text and logos within the artwork edges.