

INTERIOR DESIGN[®] *magazine*

STANDARD PRODUCT EDITORIAL SUBMISSION FORM NOT FOR SPRING OR FALL TABLOID

Please fill out this sheet for each product you submit. **If you are submitting more than one product, please copy the questionnaire and fill it out for each product.** Label the back of each slide, transparency or CD with the company and product name as well as the contact address and telephone number.

Official Company Name (FOR PUBLICATION): _____

Address: _____

Reader contact telephone number, address and website:
(FOR PUBLICATION) _____

Your name: _____ Phone: _____

Manufacturer (and country), if different than above: _____

Product name: _____

Does your product have an environmental story or contribute to the LEED certification of a project? If so, please attach a separate page and fully describe:

Approximate date of introduction (month/year): _____
(INCLUDE, VERY IMPORTANT)

Has this product been published? (publication/month): _____

On a separate sheet, describe your product. You **must** include: the name of product, the name of the collection if it is part of one, the number of products and colors in the line, material composition and finish options. Where relevant, include: designers' name, dimensions and function(s). Please be as specific as possible. Complete this description for each product being submitted.

MATERIAL REQUIREMENTS

•We prefer color transparencies (4" x 5" are best), but will accept slides (not originals). Please label each and every transparency with company and product name and fill out the enclosed questionnaire to ensure that we have the most up-to-date and important information on hand. For our records, **we also request an additional color printout or catalog shot for each product submitted.**

•Digital images will only be accepted on disc (NOT by email) if:

- accompanied by three (3) labeled color printouts of every item as they appear on the disc - thumbnails are not acceptable.
- they are tif/jpeg files
- they are 300 dpi for reproduction at 8 x 10 inches MINIMUM

RETURN POLICY - Photography cannot be returned. Please **do not** send original photography.

Send materials to:

Editorial Product Submission
Interior Design Magazine
360 Park Avenue South
New York, NY 10010

There is no charge for editorial coverage, but use of material is at the editors' discretion.