

This request form is used to gather the information necessary to produce a radio ad. Please return this completed form to Joseph Tini (jtini@hnbbank.com) and Elizabeth Nagy (enagy@hnbbank.com) at least three (3) weeks prior to the event. If there is a flyer for the event, please include that as well.

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**HNB Employee Requesting Ad**

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**HNB Employee Recording Ad**

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**Organization Requesting Ad**

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**Contact Person**

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**E-Mail**

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**Phone Number**

---

**Best Times to Call**

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**Name of Event**

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**Event Date**

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**Event Time**

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**Event Address**

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**City, State**

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**Zip Code**

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**Where to Purchase Tickets**

**Tell Us More About the Event**

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**Marketing Use Only**

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**Date Received**

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**Ad Start Date**

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**Ad End Date**