



Advertising Terms & Conditions

Submission and Payment Deadline

All online advertising submissions, print-ready display ads, advertiser-created artwork, and payments are due by Monday, August 31, 2026. Submission of the online form is required to reserve advertising space and provide the information needed for your listing or advertisement. Visit Sitka reserves the right to remove or decline ads that are not paid in full by the final deadline.

Any additional charges related to artwork, photography, copywriting, sponsored content, or other creative services must also be paid in full by the final deadline.

Cancellations

No cancellations will be accepted after the closing date of August 31, 2026. Any cancellation must be acknowledged in writing by Visit Sitka to be considered valid.

Creative Services and Additional Charges

Any artwork created by Element Agency (the contractor operating the Visit Sitka program) may be subject to additional charges separate from the advertising purchase. Photography, copywriting assistance, sponsored content development, and other creative services may also incur additional charges. These services are not included unless specifically stated, and any related charges must be paid by the final deadline.

Advertiser-Created Artwork

If you provide artwork designed by you, your business, or a third party outside of Visit Sitka, you are responsible for ensuring that all information is accurate, complete, and current. You are also responsible for ensuring that the artwork meets the required quality, file, and sizing specifications. Visit Sitka is not responsible for correcting, resizing, redesigning, or editing advertiser-created artwork.

If changes are needed to advertiser-created artwork before the deadline, you must provide updated, print-ready artwork by the final submission deadline. Visit Sitka cannot make changes directly to artwork that was not designed by Visit Sitka.



Accuracy and Publication

Advertisers are responsible for reviewing all submitted information and artwork for accuracy before final submission. The Official Visitors' Guide circulates for one full year and is not reprinted to correct inaccurate, outdated, or incomplete information after publication.

Liability

No conditions, printed or otherwise, included in advertiser instructions that conflict with Visit Sitka policies will be binding upon Visit Sitka. The advertiser and any agency or third party acting on the advertiser's behalf agree to indemnify and hold Visit Sitka harmless against all loss, liability, damage, and expense associated with the printing, publication, or distribution of the advertisement.

Visit Sitka's liability for any error on its part is limited to the cost of the advertising space occupied by the error. Visit Sitka assumes no liability for errors in key numbers, letters, contact information, advertiser-created artwork, or submitted copy. Visit Sitka also assumes no liability if, for any reason, it becomes necessary to omit an advertisement previously accepted. All advertising is subject to Visit Sitka approval.

Agreement

By advertising in the Official Visitors' Guide, you acknowledge that you have read, understand, and agree to these terms and conditions.