theday
Production Deadlines
2018

Publication	Booked	Copy Due	Copy Clears
Sunday	3:00p Wed.	10:00a Thurs.	4:00p Fri.
Sun. Advanced (Daybreak)	3:00p Mon.	10:00a Tues.	3:00p Wed.
Monday	3:00p Thur.	10:00a Fri.	4:00p Fri.
Tuesday	3:00p Fri.	10:00a Fri.	4:00p Mon.
Wednesday	9:00a Mon.	10:00a Mon.	4:00p Tue.
Thursday (Night & Day)	3:00p Mon.	10:00a Tue.	4:00p Wed.
Friday	3:00p Tue.	10:00a Wed.	4:00p Thur.
Home Source	2:00p Tue.	5:00p Tue.	3:00p Thur.
Saturday (Wheels)	3:00p wed.	10:00a Thur.	4:00p Fri.

Times & Shore - Week prior to publication

5:00p Tue. | 10:00a Wed. | 5:00p Thur.

Group Page Ads: Clear at 3:00p On appropriate Copy Clears deadline above.

Double Trucks: Copy Due 5:00p 3 days prior | Ads Clear 12:00p day prior

Digital Ads: Copy due 5 working days prior to launch date.
In order to meet the launch date we need approved/completed ad files submitted 2 business days prior.

Inserts:
The Day - Daily Publication: Creative due 19 working days prior to publication date.
The Day - Sunday Publication: Creative due 21 working Days prior to publication date.
Times & Shore Publications: Creative due 25 working Days prior to publication date.

Tab-Ons: Creative due 18 working days prior to publication date.
*Clear deadlines set from Print Coordinator.

Special Section Deadlines: See custom flyers or speak with an Account Executive.

Classified Display	Copy Due	Copy Clears
Sunday Employment	10:00a Thur.	4:00p Fri.

Classified Display ads follow the daily production deadlines above.

Business Directories ads follow the Times & Shore Display Deadlines Above.

Classified Liner / In Column Ads: Tue. - Sat. 4:30p day prior / Sun. - Mon. 4:30p Fri.
Home Source: 4:00p Thur.
Times Shore Weeklies: Fri. 4:00p