



American Water Works Association

The Authoritative Resource on Safe Water®

Advocacy
Communications
Conferences
Education and Training
Science and Technology
Sections

AWWA FTP Site Information

Site: <ftp.awwa.org>

Username: advertising

Password: AWWAadvertising

(The password is case sensitive, so you need the capitalized letters)

Internet Explorer link (without having to enter in the username/password):

<ftp://advertising:AWWAadvertising@ftp.awwa.org>

- 1. Access the Advertising folder for the current year.**
- 2. Choose the appropriate publication folder (*Journal Advertising, Opflow, ACE Conference Planner*) and the folder for the Issue month your ad will first run in.**
- 3. Copy and paste the ad file into the folder for the Issue month your ad will first run (i.e., 01.08 Journal Ads).**
- 4. For all display ads placed on the FTP site, please name the file with your company name, intended publication, and the issue it will first appear in. You may create a new folder for your company under our Advertising folder and put your ad file(s) in that new folder.**
- 5. Please email advertising@awwa.org to let Advertising Coordinator know of placement.**
- 6. To ensure proper color in your ad, please send a color proof of your ad to the Advertising Coordinator via mail. If you choose not to send a proof, we will generate a proof on AWWA's equipment and that proof is what the printer will go by in final printing stages.**

If you have any questions, please contact your Key Account Manager.

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