

# THE WECA NEWS

## Message From the President

*By Darryl Vasko, President of the WECA Board of Directors, & President of Vasko Electric, Inc.*

Seasons greetings to all our members, apprentices and trainees, staff and instructors and all their families. As this year ends and the promises of a vibrant new year are set to begin, I ask each of you to reflect on how far our organization has progressed.

It was just a year ago that we started the trial process to instruct our apprentices in a two-week per semester format. Through the Herculean effort and extraordinary persistence of the staff and instructors, we now have a program in place statewide that is successful, enthusiastically accepted by the majority of Apprentices and Contractors and a model equal to or better than any other program in the State.

We now have a stable, committed and knowledgeable staff and a dedicated core of instructors with labs in both Sacramento and San Diego that are rapidly growing into very useful and dynamic resources.

We have an ongoing series of journeyman classes up and running serving the needs of those journeymen desiring instruction prior to taking the state certification test.

The political climate in California has recently changed for the better. Although our struggles with the IBEW legal machine are not over, we have once again established our right to exist as an alternative organization committed to excellence while embracing the competitive spirit. Our new governor is listening to our positions on Project Labor Agreements, growth issues for merit shop programs and the fair competition policies needed in our State.

Every organization contends with challenges on a continuing basis. WECA is showing the industry that it's how those challenges are approached, accepted and overcome that matters in the fast-paced world of electrical contracting.

We saw the inevitability of state certification as a challenge to get our journeymen in compliance. Our member contractors have fully embraced the concept and actively encourage their employees to test and certify.

In a difficult economy and restrictive State policies, we have maintained our standards of excellence and progress throughout. We are now better positioned than ever to prosper in the coming years.

Currently, new programs such as distance learning, interactive classrooms, expanded curriculum for journeyman, continuing education credits plus many others are being explored and developed. We at WECA have accepted the cutting edge of training as our guide towards growth.

I urge all our members and staff to count our blessings during this joyful season. No organization can boast of better individual contributions towards our mission. This is just the beginning. This coming year's challenges may call for the best within us but we have shown we know how to respond.

I am sincerely proud for the opportunity to lead our organization during this exciting time. I am also deeply grateful that neither I nor my fellow Board Members feel we are alone preaching the virtues of self reliance and individual merit. While our businesses are on the line, the support and moral strength of all the people that make WECA what it has become is what makes it wonderful.

Thank you once again for your support and commitment to WECA.

*Darryl Vasko*

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[www.weca-iec.org](http://www.weca-iec.org)

January &  
February

Calendar  
of Events

**January 17 - 20, 2004**  
IEC Leadership Conference-  
Las Vegas

**January 21 - 23, 2004**  
CAC Meeting-  
Monterey

**January 27, 2004**  
2:00 pm - ATC Meeting-  
Sacramento Office

**February 4, 2004**  
1:00 pm - 2:30 pm - WECA Welcomes  
Mayor Heather Fargo -  
Sacramento Office

**February 11, 2004**  
12:00 pm - San Diego  
Disciplinary Committee  
Meeting-  
San Diego Office

and

1:00 pm - San Diego ATC  
Subcommittee Meeting-

**February 12, 2004**  
9:30 am - Board of  
Directors Meeting-  
Sacramento Office

**February 14, 2004**  
Valentines Day

**February 19 - 22, 2004**  
Instructors Conference-  
Tennessee

**February 24, 2004**  
2:00 pm - ATC Meeting  
Sacramento Office

## WECA Board of Directors

### Darryl Vasko, President

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### Greg Anderson, Vice President

Rex Moore Electrical Contractors  
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## ASSOCIATION LEADERSHIP TEAM

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Terry Seabury - tseabury@weca-iec.org

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**Inner-Phase  
Electric**  
San Diego, CA

**Ron Dorris  
Electric**  
Santa Rosa, CA

**Todd & Associates**  
Citrus Heights, CA

**Tri-Signal  
Integration, Inc.**  
Burbank, CA

# WECA'S 5-WEEK & 2-DAY JOURNEYMAN CLASSES

## 5-Week California State Certification Exam Prep Class for the Commercial & Residential Journeyman!

This course is designed for journeymen who have the minimum hour requirement of 8,000 Commercial or 4,800 Residential to take the State Certification Exam BUT have had minimum experience (if any) in using the Code Book.

- Improve your confidence and general test-taking abilities
- Increase your speed and understanding in using the 1999 NEC Code Book
- Understand methods to read test questions and identify key words that point to the answers
- Become familiar with the type of test you will be taking

**\*IMPORTANT:** Please bring your 1999 NEC Code Book and a non-programmable calculator or you may purchase them from WECA. Code Books/Calculators will be available only for those that have purchased them.

**WHEN:** January 20<sup>th</sup>, 2004 – February 19<sup>th</sup>, 2004

*Every Tuesday and Thursday from 6:00 pm to 9:00 pm*

**WHERE:** WECA - Sacramento (Room 402A), 9719 Lincoln Village Drive, Sacramento, CA 95827

**COST:** **-\$145** for Member Contractor Journeymen not including Code Book/Calculator

**-\$215** for Member Contractor Journeymen including Code Book/Calculator

**-\$245** for Non-Member Contractor Journeymen not including Code Book/Calculator

**-\$315** for Non-Member Contractor Journeymen including Code Book/Calculator

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## 2-Day California State Certification Exam Prep Classes for the Commercial & Residential Journeyman!

This course is designed for journeymen who have the minimum hour requirement of 4,800 Commercial or 8,000 Residential to take the State Certification Exam.

- Improve your general test-taking abilities
- Increase your speed in using the 1999 NEC Code Book
- Build your code skills
- Become familiar with the type of test you will be taking

**\*IMPORTANT:** Please bring your 1999 NEC Code Book and a non-programmable calculator or you may purchase them from WECA. Code Books/Calculators will be available only for those that have purchased them.

### COMMERCIAL CLASSES:

**1. WHEN:** January 17<sup>th</sup>, 2004 & January 18<sup>th</sup>, 2004

Saturday & Sunday from 7:00 am to 4:00 pm

**WHERE:** WECA - Sacramento (Room 402A), 9719 Lincoln Village Drive, Sacramento, CA 95827

**OR**

PIERCE HIGH SCHOOL (Room 1), 960 Wildwood Road, Arbuckle, CA 95912

**2. WHEN:** January 24<sup>th</sup>, 2004 & January 25<sup>th</sup>, 2004

Saturday & Sunday from 7:00 am to 4:00 pm

**WHERE:** BIDWELL JR. HIGH SCHOOL (Room 202), 2376 North Avenue, Chico, CA 95926

(“WECA’s 5-Week and 2-Day Journeyman Classes” Continued from page 3)

### **RESIDENTIAL CLASS:**

**WHEN:** January 24<sup>th</sup>, 2004 & January 25<sup>th</sup>, 2004

Saturday & Sunday from 7:00 am to 4:00 pm

**WHERE:** WECA - Sacramento (Room 402A), 9719 Lincoln Village Drive, Sacramento, CA 95827

**COST:** **-\$125** for Member Contractor Journeymen not including Code Book/Calculator

**-\$195** for Member Contractor Journeymen including Code Book/Calculator

**-\$295** for Non-Member Contractor Journeymen not including Code Book/Calculator

**-\$365** for Non-Member Contractor Journeymen including Code Book/Calculator

## **Classes fill up fast – SIGN UP NOW!**

*Please contact Western Electrical Contractors Association, Inc. at  
(916) 453-0112 or toll free at (877) 444-9322*

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# **Federated Insurance Putting a Moratorium on Insurance**

Federated Insurance will be putting a moratorium on new business quotes for all contracting firms in California. In addition, they will no longer insure any contractors who are involved with new construction associated with residential buildings. This means that they will non-renew all existing accounts that do any of this work. This will begin affecting accounts with renewal dates of March 1<sup>st</sup>, 2004, and after. However, they will continue to insure Residential service and repair companies, as well as any Commercial contractor that is doing multi-unit dwellings of 12 or more.

Recently Federated Insurance has begun to see an increase in the number of lawsuits involving single-family homes; in fact, 70% of the new construction defect-type claims they have received involve single-family homes. These construction defect problems, which began in California, have spread to other states during a time when the industry is going through more significant challenges from a profitability standpoint. The trend has been for more and more insurance companies to be downgraded by rating agencies, placed under regulatory supervision, or liquidated.

Federated Insurance values the relationships they have with their association partners and insured firms in California and is hopeful that some day they will see changes in the legal climate and/or positive developments in the legislative arena that will allow them to consider insuring residential contractors in this state. They feel that it is in the best interest of the organization and of their clients across the country.



# Two WECA Members Help Found A New Organization to Help

**T**he organization is called PASCNC – or Professional Association of Specialty Contractors, Northern California. This is a brand new association dedicated to the Trade Contractor working in residential construction here in California. As a non-profit corporation, the association's mission is to provide a voice to the Trade Contractors in our region... ” to survive and thrive...”.

Started in March of 2003, PASCNC already counts 104 members. WECA members Mark Cooper of H&D Electric, Inc. and Ray Alvarado of Rayco Electric, Inc. are both Founders and Directors on the Board of PASCNC. While taking on issues such as insurance, contract language, and legislation affecting the trade contractor, the members of the San Diego group have moved to establish chapters throughout the State under an umbrella group known as CAL PASC. Chapters are in formation in Orange County, the Inland Empire and Fresno. Here in Northern California, PASC has taken the lead by incorporating and setting goals to address the issues most pressing to the Trade Contractor.

The Trade Contractor is facing significant issues that go far beyond the application of their trade. Insurance costs are rising steeply and coverage's are dwindling, while the responsibilities for liability are growing. All but a few insurance carriers have pulled out of California and this trend may well cause havoc to Residential construction in our region.

## **PASC's Principle Goals are:**

- Active participation in finding solutions and resolving the insurance crisis threatening your business survival.
- Provide a local advocacy presence focusing on local business and regulatory issues.
- Formation of Trade Committees to identify problems and develop solutions impacting specific trades.
- Formation of topic specific committees to identify problems and develop solutions impacting all trades.
- Create educational methods to disseminate critical information to all our members.

**For More Information Contact Brad Diede, Executive Vice President for PASCNC, or see their website at [www.PASCNC.org](http://www.PASCNC.org).**

**Phone: (916) 609-8407**

**Email: [bdiede@pascnc.org](mailto:bdiede@pascnc.org)**

**3636 American River Drive  
Sacramento, CA 95865**



# WECA's 2004 Pearls of Wisdom

By: Robert Bartlett, Southern California Member Service Manager

**A** new year is just beginning....and WECA's future looks extremely bright. As I recall the past 12 months and reflect on all the changes (systems, procedures, attitudes, camaraderie, etc.) that have transpired throughout the organization, I marvel at the degrees of achievement to which we have all contributed. So, what happened? What made these improvements?

Our apprentice instructors are sometimes faced with a daunting challenge....how to teach and simplify math problems associated with Ohm's Law to a group of students who don't think math and electronics should co-exist. WECA's corps of instructors must deal with Ohm's theory that states...."The amount of current flowing in a circuit made up of pure resistances is directly proportional to the electromotive forces impressed on the circuit and inversely proportional to the total resistance of the circuit." Understanding that statement is difficult unless it is made simpler, so our teachers say "in other words, that simply means a steady increase in voltage in a circuit with constant resistance produces a linear rise in current.....and a steady increase in resistance in a circuit with constant voltage produces a progressively weaker current." Now that's much easier to comprehend. Ohm's law is only a formulation of the relationship of voltage, current and resistance and once you know two of the values, it's quite easy to calculate the third value. Simple.

Just like our instructors must cope with esoteric formulations, WECA's staff must deal with the formulation of work processes, multiple responsibilities, ongoing research, deadlines, and increased workloads so we can more efficiently cater to the needs and requests of our fantastic group of members. Just like Ohm's law can either sound scholarly or it can be stated in simpler terms, the deadlines and responsibilities of the WECA staff can either be overwhelming and confusing or easy to perform. The staff is responding more quickly and efficiently to their work pressures because a seed of understanding and cooperation has been firmly implemented and everyone has a clear view of what comprises their daily workload. They understand the simple breakdown and responsibilities of the various processes. These seeds of cooperation didn't happen by chance....it was the result of our Executive Director's dedicated hard work and insistence on absolute standards of excellence for the "team." This development of teamwork has been the key that unlocked a new culture that values straight talk and rewards honesty, integrity, and achievement.

Our staff cooperates, discusses, and plans. This positive "we" attitude is firing on all 8 cylinders and gets high mileage by obeying the following laws:

- (1) Don't ignore tough issues....take them on and deal with them,
- (2) Disagree, but commit....you may have your say about an issue, but when a decision is made, get behind it,
- (3) Build integrity....create ethics and expect everyone to comply, and
- (4) Welcome honesty.....encourage everyone to be truthful, no matter how unpleasant.

I've been told by members and apprentices that the "ordeal" they had to endure whenever they called the WECA office is only a memory....now questions are answered and politeness permeates throughout the entire office. Yes, WECA still has growing pains but continues to improve with each passing day. Contractors want to join our ranks because it's a difficult and sometimes unfriendly work environment and they need help. I firmly believe prospects need our Association because we offer TLC.....Training, Leadership, and Communication. And because of the executive leadership now in place, we can truly state that we offer a "world-class" service to the electrical industry.

WECA's brassy leadership has succeeded.....this will be a Happy New Year for all!!





Please Join

# The Western Electrical Contractors Association

For a Reception in Honor of

## Mayor Heather Fargo

Sacramento Mayor Heather Fargo has asked for our support in her re-election bid. The Mayor remembers who it was that stood by her in her first bid for Mayor and how crucial that support was.

We can now help once again elect a person committed to respecting the merit shop community and our right to do business in the city fo Sacramento.

**Wednesday February 4th, 2004 - 1:00pm to 2:30pm**

***Western Electrical Contractors Association's Office***  
**9719 Lincoln Village Drive, Suite 303**

*Corporate and/or Personal Contributions of up to \$1000 are accepted.*

**A Reception in Honor of Mayor Heather Fargo**  
**Wednesday, February 4th, 2004 ▪ 1:00 pm - 2:30pm**

- I/we will be able to attend as a Sponsor at \$1000.
- I/we will be able to attend and purchase \_\_\_\_\_ tickets at \$250 per person.
- Sorry, I/we will not be able to attend, but please accept a contribution of \_\_\_\_\_.

NAME \_\_\_\_\_

OCCUPATION/EMPLOYER \_\_\_\_\_

ADDRESS \_\_\_\_\_

IF SELF EMPLOYED, NAME OF BUSINESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

IF A PAC, LIST ID # \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

EVENING PHONE \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PLEASE FILL OUT THIS FORM AND MAKE CHECKS PAYABLE TO: Heather Fargo for Mayor 2004  
Id #: 1231495

*Please fax reservations back to WECA at: (916) 452-7011*

*Mail checks and reservations to: WECA, 9719 Lincoln Village Drive, Suite 303, Sacramento, CA 95827*

# Safety First

*As seen in the December 2003 IEC Safety Newsletter*

Construction, like many other industries, often requires that workers operate from an elevated surface of some kind. Whether it's working on ladders, scaffolds, poles or platforms, the risks for injuries and fatalities are ever-present. Because workers and professionals in the industry are constantly bombarded with the potential dangers of falls, an interesting 'opposite' effect occurs. Rather than being more careful and more aware of the dangers of potential falls, they become careless or even indifferent.

In order to re-emphasize the importance of fall protection, there are a number of important factors to consider. First, it is essential that companies take the steps necessary to ensure that the elevated work site is safe. Workers who can see and know that these safety precautions are being taken, are naturally more inclined to believe that fall protection is an important priority.

Second, employees that are empowered to make smart choices on elevated sites will certainly work more safely and reduce the risk of falls. For example, if workers are provided with proper safety guidelines and procedures, fall protection training, and fall protection equipment, they are able to influence (reduce!) their chances of being injured from a fall. Give your workers a sense of power by providing them with the proper fall protection preparation.

Third, discomfort about working at heights is a very common and very important issue that must be addressed. In fact, research indicates that some individuals' fears are biological, or part of the genetic makeup. Nervousness and anxiety about heights must be eliminated from the equation for a safe work site. If workers are nervous about the height, they are less able to anticipate risks, evaluate safety situations and work effectively. Once again, proper training and equipment will go a long way to reduce anxieties about working at heights, and will increase the employees' levels of confidence while performing on the work site.

Finally, the worker's physical condition also plays a key role when it comes to reducing the risk of falls. Being well-rested, maintaining a healthy weight, and reducing unnecessary stress all contribute to an alert mental condition, and to optimal physical health as well. Optimal physical health and mental alertness can also help to reduce and even avoid the risks of falls.

Awareness of the factors that help to reduce the risk of falls on the work site is key. There should be no room for indifference or carelessness on the construction site. Fall protection precautions should be built-in as part of any safety program. Fall protection equipment and devices should be made available, and employees should be trained on their proper use.

Procedures and administrative measures should also be in place to support the fall protection program. Assessments can be used to evaluate the current programs and to improve future ones. New workers can be trained through an orientation program and then be observed by more experienced workers as they operate on the site to determine their ability to perform safely at heights.

The reward for taking the necessary steps to prevent accident and injury or even loss of life, is immeasurable. Making fall protection training a priority for employees will emphasize the seriousness of this issue on the site, it will give workers the ability to work more safely, and it will reduce fear or anxiety about working at heights. With these kinds of outcomes everybody wins!



## A Successful Christmas

Once again, WECA and WIND were able to make this a Christmas to remember for the homeless teens of Sacramento. In 2003, WIND Youth Center was able to provide services to more than 1500 teens. WIND services the teens with meals, counseling, and overnight shelter.

The homeless teens that are usually served by WIND are surviving on the streets haunted by a past full of abuse and indignities. These kids have learned to be fearful of adults and authorities. They have run to escape violence. Now they are hiding in river camps and abandoned buildings, living in constant fear of predators. They cannot go back home - and they cannot move forward without someone reaching out to help them.

WECA supports the efforts of WIND Youth Center as the only agency in Sacramento that provides day center services and overnight emergency shelter for homeless teens. At the center, teens can find a safe haven where they feel comfortable enough to step out of "survival mode" and finally begin to get the help they need to resolve their dilemmas and make plans for a productive future.

Support for the WECA Annual Christmas Dinner, held at the Capitol Plaza Halls in Downtown Sacramento, enabled us to raise \$2,000 that will help WIND continue in their fight to help the youths of our community. We would especially like to thank all of our 2003 Christmas Dinner Sponsors for their support and generous donations.





*Please Join*

## **The Western Electrical Contractors Association**

For a Reception in Honor of

### **Mayor Heather Fargo**

Sacramento Mayor Heather Fargo has asked for our support in her re-election bid. The Mayor remembers who it was that stood by her in her first bid for Mayor and how crucial that support was.

We can now help once again elect a person committed to respecting the merit shop community and our right to do business in the city.

**Wednesday February 4th, 2004 - 1:00pm to 2:00pm**

***Western Electrical Contractors Association's Offices***  
**9719 Lincoln Village Drive**

*Corporate and/or Personal Contributions of up to \$1000 are accepted.*

**A Reception in Honor of Mayor Heather Fargo**  
**Wednesday, February 4th, 2004 ▪ 1:00 pm - 2:30pm**

- I/we will be able to attend as a Sponsorship at \$1000.
- I/we will be able to attend and purchase \_\_\_\_\_ tickets at \$250 per person.
- Sorry, I/we will not be able to attend, but please accept a contribution of \_\_\_\_\_.

NAME \_\_\_\_\_

OCCUPATION/EMPLOYER \_\_\_\_\_

ADDRESS \_\_\_\_\_

IF SELF EMPLOYED, NAME OF BUSINESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

IF A PAC, LIST ID # \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

EVENING PHONE \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PLEASE FILL OUT THIS FORM AND MAKE CHECKS PAYABLE TO: Heather Fargo for Mayor 2004  
Id #: 1231495

*Please fax reservations back to WECA at: (916) 452-7011*

*Mail checks and reservations to: WECA, 9719 Lincoln Village Drive, Suite 303, Sacramento, CA 95827*

# WECA at the Capitol

By: Eric Christen, Government Affairs Director

## Governor Schwarzenegger shows leadership in first week

After just one week in office, Governor Arnold Schwarzenegger is sending a clear message to politicians in the State capitol and voters throughout California-it's time to get down to business

The governor has an aggressive agenda for California, as he tackles a massive budget deficit he inherited from the Davis Administration. In his first week in the office, Schwarzenegger demonstrated his leadership when he:

- Repealed the tripling of the car tax
- Called the legislature back into special session
- Presented the California Recovery Plan - a blueprint for steering our state back on the right course
- Called for and was given by the legislature the repeal of SB 60, a bill Gray Davis signed into law, which grants drivers' licenses' to undocumented immigrants without requiring security or background checks
- Froze state hiring
- Put a stop to excessive travel by state employees
- Suspended new proposed business regulations

Gov. Schwarzenegger took immediate action in the very campaign promises that got him elected to office in October. Meanwhile, Democrats are up their same obstruction games, which created the uprising of voter discontent in the first place, even going so far as to suggest that repealing SB 60 is "racist."

Perhaps most disingenuous was the suggestion by Senator Don Perata that the legislature serves as the "check and the balance" to the governor's office, which is why they are questioning Gov. Schwarzenegger's plan – this from the Democratic controlled legislature that served as a blank check for Gray Davis' excessive spending habits for five years.

Lest any one assume we have a governor who will compromise what he believes is right for California, Gov. Schwarzenegger issued a stern warning last week on the Tom Sullivan radio show: "Have the legislators learned anything from this last election? If they didn't get it, there will be severe casualties come the election in March, severe casualties come November."

We also have it on good word that friends of WECA and the merit shop industry have been placed in key positions of power, with more to come. As soon as those names are officially released, I will update all of you.

For this reason, and many more, we need to support the Governor now in every way possible, including monetarily. Together we are helping to turn this state around, let's keep it up!



# Meeting the Governor

*By Greg Anderson, ATC Chairman & Director of Human Resources for Rex Moore Electrical Contractors & Engineers*

On Wednesday, December 17, 2003, members of the WECA Board of Directors had the opportunity to meet the Governor of California, Mr. Arnold Schwarzenegger. While this event was heavily attended with hundreds of supporters, Mr. Schwarzenegger took the time to mingle and greet many individuals.

I was fortunate enough to have a brief conversation with the Governor regarding the many issues facing apprenticeship in the State. I attempted to explain how organized labor had been working diligently to return the State's apprenticeship system back to the "closed door" programs of the 1950's. I expressed WECA's position that the people of California need an alternative to college by having an avenue toward high paying, rewarding careers through quality craft education and training without being forced to turn over their freedom of employment and right to work to a labor union. I also pointed out that restricting access to skilled trade education would further decimate the supply of craft labor, increasing construction costs and hindering economic growth in the state.

Mr. Schwarzenegger was genuinely interested and expressed concern. He went so far as to say, "Let me know if I can help." We are following up with the Governor to take him up on his offer.

It was truly a pleasure to meet an individual who has taken on the challenge of governing a State that has been "pillaged" by those who oppose free enterprise, individual accountability and personal liberty.

We are looking forward to positive changes initiated and facilitated by our new Governor.



Greg Anderson, ATC Chairman & Director of Human Affairs for Rex Moore Electrical Contractors & Engineers (right) with Governor Arnold Schwarzenegger

# Good of the Association



## IT'S COMING UP...





### WECA 6<sup>th</sup> ANNUAL BENEFIT GOLF TOURNAMENT

It's time to take out those golf clubs again! WECA's 6<sup>th</sup> Annual Golf Tournament will be held on **Monday, May 17<sup>th</sup>** at the Whitney Oaks Golf Course in Rocklin. Once again all proceeds benefit the WIND Foundation and the Make-A-Wish Foundation. We can't wait to see you all there!

### DON'T FORGET TO MARK YOUR CALENDARS!



#### Advertising in The WECA News

 Full Page Ads Members \$200 Non-Members \$275	 Half Page Ads Members \$125 Non-Members \$175
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The WECA News is a monthly publication read by over 2,500 individuals. Advertising in the WECA News will help you reach the top executives of the largest merit shop electrical contracting companies in California. To place your ad in a future issue of the WECA News, please contact Roxanne Barnello at the WECA office. Payment is due with ad copy by the 5th of the month prior to ad run date.

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