

2012 AIA|DC NEWS Insertion Order / Advertising Contract

<Contact> _____ <Phone> _____
 <Company> _____
 <Address 1> _____
 <Address 2> _____
 <City> _____ <State> _____ <ZIP Code> _____
 <E-mail> _____

Issue	Space Reservations Due	Material Deadline	Ad Size	Color	New or Pickup ad files	Placement	Total
AIA DC News							
Jan 2012	12/2/2011	12/9/2011		B&W		ROP	
Feb 2012	1/6/2012	1/13/2012		B&W		ROP	
Mar 2012	2/3/2012	2/10/2012		B&W		ROP	
April 2012	3/9/2012	3/16/2012		B&W		ROP	
May 2012	4/6/2012	4/13/2012		B&W		ROP	
June 2012	5/4/2012	5/11/2012		B&W		ROP	
Aug 2012	7/6/2012	7/13/2012		B&W		ROP	
Sept 2012	8/3/2012	8/10/2012		B&W		ROP	
Oct 2012	9/7/2012	9/14/2012		B&W		ROP	
Nov 2012	10/5/2012	10/12/2011		B&W		ROP	
TOTAL 2012 AIA DC News Advertising Allocation:							\$0.00

* New ad materials are due on the sales close. If ad is a pick up of a previous ad please specify which issue.

Signature/Title: _____ Date: _____
 (Please retain a copy for your records)

Please print your name as signed above: _____

Billing Options:

<input type="checkbox"/> Please invoice us at close of each issue, we understand payment is expected upon receipt of invoice. <input type="checkbox"/> Please charge rates to the following card for each insertion, as each issue closes. MC VS DISC AMEX accepted. Credit Card #: _____ / _____ / _____ / ____ EXP Date: ____ / ____ CVV Code: ____ Name on Card: _____ Billing Zip for Card: _____ Cardholder Signature: _____

Notes:

Advertiser indemnifies Media Sales and The Washington Chapter of the American Institute of Architects against losses or liabilities arising from this advertising. Media Sales assumes no liability, except to the extent of a one time paid advertisement of the same specification, in the next or similar publication, if any proven or admitted errors or omissions have occurred. Payment is due upon receipt of the invoice. Interest shall be charged at 2% per month compounded to yield 26.82% per year on overdue accounts. A charge of \$30.00 will be levied against all returned checks. Revisions to previously submitted ad copy are subject to additional charges. In the event of a contract cancellation, the advertiser/or agency agrees to repay Media Sales any discounts granted for multiple insertions less any discount applicable for the number of insertions completed in the contract. All cancellations must be received in writing prior to the advertising sales deadline. Premium positions are noncancelable. Prices are net of agency commission. Ads may also appear in an online version of the publication(s).