

# THE PROJECT MANAGER

## ADVERTISING BOOKING FORM

PLEASE FAX YOUR COMPLETED FORM TO (02) 9954 7994 BY THE BOOKING DEADLINE

Company name: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: ( \_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

## ADVERTISING BOOKING DETAILS

- Principle media partner**
  - Inside front cover     Outside back cover
- Media (Foundation) partner**
  - Inside front cover     Outside back cover     Page 3,5,7,9 (please specify): \_\_\_\_\_
- Advertisers**
  - Full page:                     20% loading                     10% loading                     No loading
  - Half Page:                     10% loading
  - Quarter page:                 10% loading
  - Job Advertisement:         AIPM Member                 Non Member
  - Loose Insert

Official use only:

*Note: Your ad size can be changed only if notified before booking deadline*

## APPROVAL SIGNATURE (PLEASE READ CAREFULLY)

### Terms & Conditions:

**Cancellation:** Any cancellation received after the cancellation deadline (28 days prior to on-sale date) will be charged at the full fee OR the publisher reserves the right to repeat any previous advertisement of the same size from the advertiser. Space cancellation within a contract period, thereby affecting a discounted rate, will result in the advertisement under the contract reverting to the appropriate rate for the number of insertions.

**Non-receipt of material:** We have an obligation to you and other advertisers to deliver the magazine on time and therefore material MUST be received by the close of business on the material deadline. If not, for current advertisers, existing material will be run and for new advertisers a filler advertisement will be run.

**Indemnity:** The publisher accepts no responsibility for typesetting/artwork done by a third-party on behalf of the advertiser. If the publisher designs or amends advertiser material, a proof of the finished artwork will be made available for approval before printing. The publisher reserves the right to cancel any material deemed inappropriate. The publisher reserves the right to destroy and material unclaimed after three months.

**Terms:** Payment of advertising is required within 30 days of publication. A settlement of 10% is available to agencies.

I have read and agree to all terms and conditions stipulated in this document.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print carefully): \_\_\_\_\_