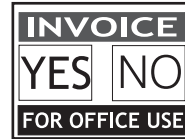


## ADVERTISING BOOKING FORM



Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Order no: \_\_\_\_\_

Name of person placing ad: \_\_\_\_\_ Position: \_\_\_\_\_

Size of ad: \_\_\_\_\_ Number of insertions: \_\_\_\_\_

Insertion dates: \_\_\_\_\_

Special placement requirements: \_\_\_\_\_

Will you be supplying ready-made material?  YES  NO

Do you require Vision Magazine to make up material for you?  YES  NO

Additional comments: \_\_\_\_\_

VAT Registration number: \_\_\_\_\_ Signature: \_\_\_\_\_

### Terms and Conditions

1. If you are supplying advertising material it must be in the following format. TIFF or High Resolution Jpeg, 300dpi. CMYK. Please check the specified sizes on our rate cards.
2. Should you require an advertisement to be made up for you, please supply copy (text) in MS Word format and any photographs, artwork, or logos in 300 dpi Jpeg (CMYK) format. Cost: R150 per hour.
3. All advertising material must be received by **vision** Magazine at least two weeks prior to publication deadline.
4. Advertisements must be cancelled in writing and can only be cancelled at least 1 (one) calendar month prior to publication of the magazine. A cancellations a month before print date will be charged at 30% of advert rate. This fee becomes payable immediately on receipt of the cancellation instruction.
5. No responsibility will be accepted for loss or damage to copy, artwork or photographs supplied.
6. While every effort will be made to avoid errors, no responsibility will be accepted for any mistakes that may arise in the course of publication of any advertisement. These mistakes are taken to include non-insertion, insertions other than those ordered and errors and omissions within the advertisement. **vision** Magazine accepts no responsibility for slight variations in colour on advertisements.
7. Placement of advertisements on specific pages is not guaranteed unless with prior agreement of the advertising manager in writing.
8. **vision** Magazine retains the right not to publish any advertisement, for whatever reasons.
9. Artwork must be supplied with the booking form. A 100% cancellation fee will be charged in the case of advert cancellation.
10. All payments must be made before each printing date of each issue.
11. Adverts will be withdrawn if not paid for by printing date and the 100% invoice amount will be due for that issue.
12. If full payment of advert is not received a week before print the advert will be withdrawn and client will still be responsible for full payment as invoiced by Executive Sales and Investment Trust for that advert.

Standard Bank | Acc Holder: Executive Sales & Investment Trust T/A vision  
Branch #: 051001 | East London | Acc Number: 081 152 906

