

Step #1 - Client Contact Information

Full Name: _____ Company: _____
Address: _____ Suite: _____ City: _____ State: _____ Zip: _____
E-mail: _____ Cell:(____) _____ Office:(____) _____ Ext: _____
Industry: _____ Order Date: _____ Sales Rep: _____

For office use only:

Newsletter Pricing		
Qty	Price	Per Piece
100	\$82	.82
150	\$120	.80
200	\$156	.78
250	\$190	.76
300	\$222	.74
350	\$252	.72
400	\$280	.70
450	\$306	.68
500	\$330	.66
550	\$352	.64
600	\$372	.62
650	\$390	.60
700	\$406	.58
800	\$448	.56
900	\$486	.54
1000	\$490	.49
2000	\$860	.43
3000	\$1230	.41
4000	\$1600	.40

The Minimum newsletter order size is based on 100 piece pricing

Step #2 - Personalization

-
- 2 Color personalization (
- No additional Cost per issue*
-)
-
-
- 4 Color personalization (
- add \$59.00 per issue no limit*
-) Initials
-
-
- Can be changed prior to any upcoming deadline

Step #3 - Mail Service/Extras

-
- Mail Svs. (
- 39¢ per pc. incl. Postage, folding, tabbing labeling*
-)
-
-
- No Mail Service (
- \$17.50 shipping per issue*
-) Initials
-
-
-
- Extras (
- \$9.50 shipping per issue*
-)

Start Month:
Step #4 - Pieces & Pricing

Total Newsletters: _____
Amt to be mailed: _____
1st Issue \$ _____
*One Time Setup Fee \$ _____
4 Color Option \$ _____
Postage \$ _____
Shipping \$ _____
Total Startup Cost \$ _____

Step #5 - Purchase Authorization
 I authorize Exodus Marketing to charge my credit card for the Total Startup Cost listed in STEP #4. 1st Issue, Setup Fee, Postage/Shipping & 4 Color Option (if applicable). I understand that I will be charged for my second issue and all subsequent issues on the 1st of the month approx. 30 days prior to the issue month. All newsletter issues are charged for the newsletters, any applicable color option and postage **only**. All changes to mailing lists, photos, and logos are free of charge.

*The "One Time Setup Fee" covers all setup procedure costs including plate charges, database setup, database maintenance and changes to your personalization, photo(s), logo(s) and increases/decreases to mailing list counts for the life of your newsletter subscription. The One Time Setup Fee is non-refundable. Initials
Step #6 - Payment method

CC or Acct #: _____ Exp: _____ / _____
Name on card/Acct: _____ CV2: _____
Billing Add: _____
Billing City: _____ State: _____ Zip Code: _____

For eCheck / ACH Bank Draft

Routing #:
Acct Type: Checking Savings
Bank Name: _____

Step #7 - Charge Authorization

I authorize Exodus Marketing to initiate debit or credit entries to my payment method as indicated by the amount owed on this publication order form, and to debit or credit all subsequent newsletter issues postage/shipping and applicable color preferences. If this item or items are dishonored, I authorize additional returned item fees to be charged to the account for each return item as allowed by law or remedies through the collection process.

I, the undersigned, have read, initialed and fully acknowledge the above terms and conditions.

Authorized Name (print): _____

Authorized Signature: _____ Date: _____



Toll Free: 800-315-1910
Fax: 844-813-6900
<http://www.xomark.com>
info@xomark.com

Step #8 - Subscription Agreement

Subscription Agreement

To ensure a clear understanding of your purchase, Exodus Marketing requires this subscription agreement to be completed in full, with the assistance of an authorized Exodus Marketing representative.

This agreement is between _____, an individual, (herein after referred to as 'SUBSCRIBER') and Exodus Marketing (herein after referred to as 'EXODUS'). This agreement clearly lays out your obligations to your newsletter subscription and our obligations to you the SUBSCRIBER.

Section 1. PUBLISHING AGREEMENT — 'SUBSCRIBER' understands that newsletters are produced *month-to-month*. Prices are based on the price list on the Publication Order Form. Production does not automatically stop after each issue and continues on our regular printing schedule. All cancellations requests must be received in writing **with a signature**, either by fax or US Mail, **prior to the deadline** in Section 4 of this agreement. There is no HOLD POLICY. It is **NOT POSSIBLE** for newsletter subscriptions to be put on hold.

Initial here: _____

Section 2. PAYMENT & BILLING POLICY — All subscriptions are pre-paid prior to personalization and printing. All newsletter services are charged on the 1st of the month for the next months issue. Accounts are past due if the payment method on file declines. Past due accounts are notified regarding their status, and if remain unpaid after may be sent to collections. A declined payment method doesn't stop production.

Initial here: _____

Section 3. SUBMISSION OF PERSONALIZATION — ***ALL personalization & mailing lists must be received through the online portal. (<http://my.xomark.com>)*** Content recieved through any other means can't be accounted for. You'll receive your customer number, password and instructions upon processing of a completed Publication Order Form & Subscription Agreement. The ***printing of newsletters is not contingent on the submission of personalization.*** Submitted content is the will of SUBSCRIBER. SUBSCRIBER is responsible for the accuracy of all submitted. A "proof" of personalization will be available on the SUBSCRIBER dashboard for your approval prior to printing. However, neglecting to approve a proof does not halt or hold the printing/shipping process. Exodus makes every effort to correct spelling and basic grammar on submitted content prior to printing. Neglected proofs that result in a re-print requests of previously approved/printed content may incur a re-printing charge.

Initial here: _____

Section 4. DEADLINES, CHANGES, & CANCELLATIONS — ALL newsletter changes or cancellations are subject to the deadline of the 1st of the month for the following month's issue. Meaning, on the 1st of the month THE DEADLINE HAS PASSED. If no changes are received, newsletters will remain "AS IS" in accordance with 'SUBSCRIBER'S' previous issue. No "proof" is sent if no changes are received. Submitted changes to your newsletter are followed by a PDF "proof" and is made available on the SUBSCRIBER dashboard for approval. As a reminder, a courtesy email is sent 5-7 days before your deadline. It is the subscriber's responsibility to meet the deadline for changes under all circumstances.

Initial here: _____

Section 5. MAILING SERVICE — Mail services are for the record count of your mailing list. We suggest the SUBSCRIBER be included on the mailing list to witness the mail process. Addresses added to SUBSCRIBER mailing lists are an agreement to increased newsletter and postage counts which subsequently increase costs according the pricing schedule on the publication order form. You may request EXTRAS. Extras are the any newsletters printed above the total of your mailist list record count. EXTRAS are shipped Fedex Ground to allow for tracking and quality delivery to your location. Control of EXTRAS are managed on your customer portal. All newsletters, either with or without mail service, are guaranteed to be mailed/shipped no later than the 1st week of the issue month. Subscriber understands that Exodus has no influence or control over timetables/delivery schedules of the United States Postal Service. All mailing lists and client information are fully protected under the Exodus corporate privacy policy.

Initial here: _____

I have read, initialed and agree to the above terms, conditions and policies.

(Subscriber Printed Name) _____ Date ____/____/____

(Subscriber Signature) _____