

# ADVERTISING BOOKING FORM

## INSTRUCTIONS

- You will need to have Adobe Acrobat installed on your computer to fill in this form.
- A digital signature is required. You can create a digital signature by clicking on the signature box and following the instructions. If you already have a digital signature on your computer, click on the signature box and you will be prompted to choose a digital signature.
- Alternatively, you can print out form, scan and send it back to **maree.whittingham@physiotherapy.asn.au**

## BILLING DETAILS

Key contact name : .....

Client/Company : .....

Media/Agency name : .....

Billing address : .....

State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Email : .....

Magazine copies : No. ( )

### Booking details

	InMotion	SportsPhysio	InTouch
January	n/a	n/a	n/a
February	<input type="checkbox"/>	n/a	<input type="checkbox"/>
March	<input type="checkbox"/>	<input type="checkbox"/>	n/a
April	<input type="checkbox"/>	n/a	n/a
May	<input type="checkbox"/>	n/a	<input type="checkbox"/>
June	<input type="checkbox"/>	<input type="checkbox"/>	n/a
July	<input type="checkbox"/>	n/a	n/a
August	<input type="checkbox"/>	n/a	<input type="checkbox"/>
September	<input type="checkbox"/>	<input type="checkbox"/>	n/a
October	<input type="checkbox"/>	n/a	n/a
November	<input type="checkbox"/>	n/a	<input type="checkbox"/>
December	<input type="checkbox"/>	<input type="checkbox"/>	n/a

**\*Tick the appropriate box**

- Repeat same artwork in each issue
- APA member number (10% discount) .....
- Agency (10% discount)       APA endorsed product partner (15%)

## ADVERTISEMENT SIZE (Refer to Terms and Conditions)

- Double page spread     Single full page     Half page vertical     Half page horizontal     Quarter page  
 Insert     Banner vertical     Banner horizontal

Preferred position loading fee of 20% for all positions: outside back cover, inside front cover and inside back cover.

## PAYMENT DETAILS

Please note: Payment can be made with a cheque (in Australian dollars drawn on an Australian bank) or by direct transfer to our bank account. If you choose to pay by direct transfer, the details are below.

**Name of bank** : National Australia Bank Limited  
**Address of bank** : 424 St Kilda Rd, Melbourne, VIC 3004, Australia  
**BSB** : 083-170  
**Account number** : 48 925 0709

Please ensure your remittance or EFT advice are faxed to the accounts department on (03) 9092 0899

Payment can also be made by credit card – please complete the following:

Credit card type :  Visa  Amex  Master

Card number : ..... / ..... / ..... CCV: .....

Expiry date : ..... / .....

Name of card holder : .....

Signature : .....

## TERMS AND CONDITIONS

- To cancel a booking please notify advertising@physiotherapy.asn.au 3 business days before the artwork due date.
- The APA reserves the right to cancel or reject advertising deemed not to be in keeping with its professional aims and standing.
- All final artwork (advertisements and inserts) must be approved by the APA.
- Advertisers are advised not to print their inserts until they receive written confirmation that the insert has been approved.
- The APA makes every reasonable effort to publish our magazines in accordance to the distribution schedule.
- The APA is not liable for any loss or damage incurred by an advertiser as a result of any failure or delay in the distribution of our publication/s.
- All discounted bookings must be in consecutive months.
- Acceptance of advertising does not indicate APA endorsement of the product or service.
- Current membership of the APA is required to receive a booking discount.
- Agency commissions will be deducted from invoices.
- Cancellation of an advertisement or insert after the booking deadline will incur a cancellation fee of 100% of the advertised fee for that advertisement.
- Advertising must stay within trading terms or APA reserves right to stop placement.
- Advanced payment is required for all overseas advertisers.

I wish to confirm my advertising booking with the APA.

I understand the booking will proceed and unless I notify the APA in writing (refer to first T&C above).

I have read and understand the terms and conditions.

Signature : .....

Print name : ..... Date : ..... / .....

Please forward form to Advertising Coordinator via email: advertising@physiotherapy.asn.au or fax 03 9092 0899

The APA can recommend a graphic artist if required. Please contact Maree Whittingham on 03 9092 0834. The graphic artist is not employed or in any way associated with the APA.