



EXODUS MARKETING

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

Publication Order Form

Step #1 - Client Contact Information

For office use only:

Company Name: _____ Order Date: ____/____/____
Subscriber Name: _____ Sales Rep: _____
Shipping Address: _____ Suite: _____ City: _____
State: _____ Zip code: _____ E-mail Address: _____ @ _____
Phone: () _____ Ext. _____ Cell: () _____ Fax: () _____

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

Step #2 - Newsletter Style

Industry: _____

Start Month	Start Year	

Personalization Color Choice
Personalization printed in 2 color add \$0
Personalization printed in 4 color add \$59.00

Please check the appropriate box and initial to acknowledge your understanding

I want 2 Color personalization

I want 4 Color personalization and agree to the charge of \$59.00 per issue.

This preference can be changed at anytime prior to an upcoming deadline

Customer's Initial here: _____

Step #3 - Mail Service & Extras

Mail Service is .39¢ per piece & includes folding, tabbing, labeling, & postage. If mail service is not used, a shipping charge of \$13.50 is applied to ship each issue.

Please check the appropriate box and initial to acknowledge your understanding

I will provide my own mail service, and agree to the shipping charge of \$13.50 per issue.

A mailing list with less than the total pieces ordered creates 'EXTRAS'. Extras are shipped Fedex Ground @ \$7.50 per issue.

Yes, I want Extras sent to me and agree to the shipping charge of \$7.50 per issue.

Customer's Initial here: _____

Step #4 - Pieces & Pricing

Total Newsletters: _____

Amount to be Mailed: _____

1st Issue \$ _____

*One Time Setup Fee \$ _____

4 Color Option \$ _____

Postage \$ _____

Shipping \$ _____

Total Startup Cost \$ _____

The Minimum newsletter order size is based on 100 piece pricing

Step #5 - Purchase Authorization

I authorize Exodus Marketing Group to charge my credit card for the Total Startup Cost listed in STEP #4 consisting of the 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, or content 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.

Customer's Initial here: _____

Step #6 - Payment method

Credit Card Type: Visa Mastercard Amex Disc

Card Number: _____ Exp: ____/____

Name on card: _____ CVV2: _____

Billing Add: _____

Billing City: _____ State: _____ Zip Code: _____

We Accept Credit Cards Only. We are unable to accept checks or advance payments.

The CVV2 code is the 3 digit code on the back of your Visa or MC or the 4 digit code on the front of your American Express.

Step #7 - Charge Authorization

I authorize Exodus Marketing Group to initiate debit or credit entries to my Debit or Credit Card as indicated by the amount owed on this publication order form, and to debit or credit all subsequent newsletter issues postage 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.

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

Customer Name: _____

Authorized Signature: _____ Date: _____



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Step #8 - Subscription Agreement

Subscription Agreement

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

This agreement is between _____, an individual, (herein after referred to as 'SUBSCRIBER') and Exodus Marketing Group (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 our regular printing schedule. All cancellations must be received in writing with a signature, either by mail or fax, 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 between the 1st & the 5th of the month approx. 30 days prior to the issue month. Accounts are past due if the payment method on file declines. Past due accounts are notified regarding their status, and if remain unpaid after 10 days, may be sent to collections.

Initial here: _____

Section 3. INITIAL SUBMISSION OF PERSONALIZATION — 'SUBSCRIBER' must submit ALL personalization & mailing lists through our online portal. (www.exoduslogin.com) A customer number, password and instructions are issued 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 said content. A "proof" of personalization will be available in the SUBSCRIBER dashboard for your approval prior to printing. Neglecting a proof does not halt or hold the printing process. Exodus makes every effort to correct spelling and basic grammar on submitted content prior to printing. Re-print requests of previously approved and printed newsletters may incur additional re-printing charges.

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" is made available on the SUBSCRIBER dashboard for approvals. 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 to the pricing schedule on the publication order form. You may request EXTRAS. EXTRAS are the difference between Printed newsletter counts and mailing list counts. EXTRAS are shipped Fedex Ground at a cost of \$7.50 per issue. 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 USPS. 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) _____