

ClientLine®

Order Form

ClientLine® A monthly newsletter program with a mix of easy-to-understand articles and colorful graphics. ClientLine® is the perfect tool for engaging your clients and prospects all year round. Articles cover a range of tax, accounting, business, and personal finance topics and important recent developments.



Print

Your Color Photo and Contact Information • Includes your color photo, company name, address and telephone and fax numbers

Your Company Logo • Increase brand recognition.

Full Service Delivery • Turn-key mailing services available to save time and money on postage.

E-mail Edition

Quality • Mobile compatible and responsive personalized e-mail linking to full articles.

Personalized • Includes your color photo, logo and contact information.

Multi-channel Distribution • Deliver timely content in print and electronic channels for optimal response rates.

ORDER FORM | Customize your newsletter

Tel: 1-800-243-5334 | Fax: 1-800-720-0780

Please print all information as you wish it to appear on your newsletter.

Contact Information

Name: _____ State: _____ Zip Code: _____
Designation: _____ Phone: _____
Title: _____ Fax: _____
Company: _____ Mobile: _____
Address: _____ E-mail: _____
City: _____ Website: _____

Photo / Logo

☐ **Send E-mail:** sales@ltmclientmarketing.com ☐ **On File** ☐ **Blank** Digital image must be in JPG, TIFF, or EPS format (300 dpi)

Pricing

| Printed Newsletter Pricing | | | |
|----------------------------|---|---------------------------|------------------------|
| Quantity | Subscription with Mailing Services & Postage* | Subscription Bulk-shipped | Shipping & Handling ** |
| 50-99 | \$1.40 | \$0.85 | \$13.00 |
| 100-124 | \$1.20 | \$0.65 | \$17.00 |
| 125-249 | \$1.20 | \$0.65 | \$21.00 |
| 250-499 | \$1.15 | \$0.60 | \$25.00 |
| 500-999 | \$1.10 | \$0.55 | \$30.00 |
| 1000-1999 | \$1.05 | \$0.50 | \$35.00 |

| eNewsletter/Online Version Pricing*** |
|--|
| \$40 per issue with the printed newsletter plus \$0.05 per e-mail |
| \$60 per issue without the printed newsletter plus \$0.05 per e-mail |

*Postage is prevailing rate. Shipping charges do not apply to mailing orders.

**Charges to Alaska, Hawaii and Puerto Rico will vary.

***Pricing is based on subscribing to all 12 issues per year.

Initial set-up fee: **\$50**

Subsequent changes: **\$25**

Order Information

Printed Newsletters

Direct mail quantity per issue: _____

Folding options* for bulk-shipped only (choose one)

- ☐ Unfolded (8½" W X 11" H)
☐ Folded (8½" W X 3 ⅔" H)
☐ Self-mailer (8½" W X 5½" H)

Bulk quantity per issue: _____

Send Mail or E-mail list to: sales@ltmclientmarketing.com

E-Newsletter

- ☐ Electronic newsletter with printed newsletter
☐ Electronic newsletter without printed newsletter

Number of clients you would like us
to e-mail your electronic newsletter to: _____

*\$15 fold set-up fee per issue, plus \$.03 per newsletter

Submit Order

☐ **Order by Email:** sales@ltmclientmarketing.com ☐ **Order by Fax:** 1-800-720-0780 ☐ **Order by Mail:** LTM Marketing Specialists LLC
45 Prospect Ave, Albany, NY 12206

Note: Please e-mail photos, logos, or mailing lists to sales@ltmclientmarketing.com



Referral Program

Refer someone, and once their order is fulfilled we'll processing your savings!

Name: _____

Phone: _____

E-mail: _____

Printed Newsletter Agreement - Terms

1. Changes in Account specifications may be made for subsequent issues with 60 days' written notice. Substantial alterations in original art specifications, however, may require a service charge to cover costs.
2. This agreement may be cancelled during the original publishing period by providing 60 days' written notice. However, a cancellation charge, not to exceed 15% of the total publishing services, will be made to reimburse LTM Marketing Specialists LLC ("LTM") for prepaid expenses incurred in fulfilling this agreement.
3. This agreement is automatically renewed on an issue-to-issue basis after the original period of publication has expired unless LTM is otherwise notified. Cancellation is accepted upon 60 days' written notice. Prices on issues prepared subsequent to the original publishing period are subject to change upon 60 days' written notice.
4. This agreement and its attachments may be amended from time to time by mutual agreement.
5. This agreement may be assigned by LTM without prior written approval.
6. LTM disclaims all warranties in regard to this publication except as to its title thereto and noninfringement of any copyright. Although efforts are made to comply with legal and regulatory requirements for the presentation of information contained in the newsletters, LTM makes no representation or warranty as to the legal or regulatory sufficiency. In no event shall LTM be liable to Account for any consequential or punitive damages hereunder. Under no circumstances will LTM be liable to Account in an amount exceeding the amount paid by the Account under this agreement.
7. This agreement, dated _____, covers the period of publication from _____ to _____ (one year).

Accepted by _____

For _____

Dated _____

Accepted by _____

For LTM Marketing Specialists LLC

Dated _____

HTML Licensing Agreement - Terms:

1. LTM Marketing Specialists LLC ("LTM") hereby grants to Account a non-exclusive license to link to the ClientLine® Newsletter HTML version for the period and pursuant to the terms stated herein.
2. Account may use the newsletter copy for its own purposes only and may not offer it for sale or license it to any other party. This license is limited to publishing the copy on Account's Internet website, or sending to customers and prospects through electronic mail, for the time period stated herein.
3. Beginning with the _____ issue and continuing for each issue thereafter during the term of this agreement, LTM will provide the newsletter in HTML format.
4. This agreement automatically renews on an issue-to-issue basis after the original period of publication has expired unless LTM is otherwise notified. Cancellation is accepted upon 60 days' written notice. The right to Account to use any copy provided hereunder shall end immediately upon termination of this agreement.
5. Account shall provide LTM with its Internet web page address so that LTM may, from time to time, review the use of the html version it is providing under this agreement. Your website address: _____.
6. LTM disclaims all warranties in regard to this publication except as to its title thereto and noninfringement of any copyright. While care has been taken in preparation of the copy, no warranty, express or implied, is given with respect to the accuracy of the copy. In any event, LTM's total liability to Account with respect to any copy provided under this agreement is strictly limited to the license fee paid for the specific issue in question.
7. This Agreement will be governed by and construed and enforced in accordance with the laws of the State of New York, without regard to any provision of New York law that would require or permit the application of the substantive law of any other jurisdiction, and any legal action with respect to any such disputes shall be brought in the federal or state courts located in Albany County, New York.

Accepted by _____

For _____

Dated _____

Accepted by _____

For LTM Marketing Specialists LLC

Dated _____

Accepted Payment Methods

How to provide your credit card information:

Online: Login credentials will be provided to you. | **Phone:** Call our office and provide it over the phone.
For your protection, please **DO NOT** e-mail or fax your credit card information.



Order Authorization

I authorize **LTM Marketing Specialists LLC** to process charges to my credit card on an ongoing basis as per my order above. This authorization is to remain in effect until **LTM** has received written notification of termination from me in such time and in such manner as to afford **LTM** a reasonable opportunity to cancel my order in a timely and favorable fashion.

Charges to your credit card will appear as: **LTM Marketing Specialists**

LIMITATION OF LIABILITY: **LTM Marketing Specialists LLC** ("LTM") sole liability to the customer or any third party for claims, notwithstanding the forms of such claims, for any error or omission in the service, or late delivery or unavailability of the services, shall be to correct the error and provide the services as promptly as possible. In no event will LTM be responsible for special, indirect, incidental or consequential damages which the customer may incur or experience on account of entering into or relying on this agreement. The customer hereby releases and forever discharges LTM for any and all action, claims, demands, costs, expenses and compensation whatsoever, in connection with the foregoing.

I have read and agree to the above Limitation of Liability disclosure. I submit my order for processing.

Customer Signature or Authorized Person:

Date: _____

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