

# CINZ ADVERTISING 2019

## BOOKING CONTRACT



PLEASE COMPLETE AND RETURN TO:

**Platinum Members:**  
[heather@nzconventions.co.nz](mailto:heather@nzconventions.co.nz)

**Gold Members:**  
[lauren@nzconventions.co.nz](mailto:lauren@nzconventions.co.nz)

**Silver Members:**  
[catherine@nzconventions.co.nz](mailto:catherine@nzconventions.co.nz)

---

### CONTACT INFORMATION

First & Last Name ..... Job Title .....

Company Trading Name: (CINZ Membership Name) .....

Company Full Legal Name: (if different to above) .....

Postal Address .....

Telephone (Including Area Code) ..... Email .....

---

### BOOKING DETAILS (please tick an option)

- Option 1** VCI or SSI Banner Ad + Dynamic Website Listing \$ 999
- Option 2** Quarter Page in Printed Planner + Dynamic Website Listing \$ 1,799
- Option 3** Quarter Page in Printed Planner + Interactive Website Listing \$ 1,999
- Option 4** Half Page in Printed Planner + Dynamic Website Listing \$ 2,999
- Option 5** Half Page in Printed Planner + Interactive Website Listing \$ 3,199
- Option 6** Full Page in Printed Planner + Interactive Website Listing \$ 4,599
- Option 7** Bookmark in Printed Planner + Interactive Website Listing \$ 5,999
- Option 8** Inside Front Cover + Interactive Website Listing \$ 5,999
- Option 9** Inside Back Cover + Interactive Website Listing \$ 5,999
- Option 10** Double Page in Printed Planner + Interactive Website Listing \$ 7,499
- Website Upgrade Only** (Specify Interactive or Dynamic)  
\$ \_\_\_\_\_
- Website Special Offer** (Specify preferred month)  
\$ 500

**Total Cost** \$ \_\_\_\_\_

**Please note:** All advertising costs are exclusive of GST.

### BOOKING SCHEDULE

Purchase Order # (if required) .....

Authorised Name .....

Job Title .....

Date .....

Signature .....

*(I have read this form and acknowledge receipt of the Rate Card outlining the specifications required and accept the terms & conditions as per the back page).*

---

### PAYMENT TERMS

Payment due 20th month following invoice.

### ALL PAYMENTS TO NZCA - CINZ PLANNER

Direct Credits to Westpac Bank, Takapuna Branch, Auckland  
**A/C # 031510 0021690 04**

Please use your Name and Invoice # in the Reference fields.  
Please email Remittances to [admin@nzconventions.co.nz](mailto:admin@nzconventions.co.nz)

Please Refer to Terms & Conditions (over page) for Proofing Charges.

## PLEASE READ CAREFULLY

**PROOFING:** Proofing will be done using Adobe Acrobat PDFs and emailed direct to clients. Acrobat Reader is freeware, available over the internet at [www.adobe.com](http://www.adobe.com).

**Note 1:** Full colour accuracy is not possible using digital proofing. Every effort will be made by CINZ to reproduce advertisements accurately, but given variations caused by different paper stocks and computer settings, CINZ cannot be held responsible for slight variations in colour reproduction.

**Note 2:** Liability for reproduction of advertisements where material is incorrectly supplied remains with the advertiser. The publisher will make every endeavour to source correct material and retains the right to refuse material that is not as specified. All costs incurred during production through changes to material supplied will be charged. DIGITAL FILES ONLY - Photography scans and floor plan graphics files to be supplied as high-resolution jpeg, tiff or eps - 300dpi. Text copy to be supplied as Microsoft Word .doc or .txt files.

## TERMS & CONDITIONS

1. Except for specific positions as listed in the ratecard, positions may be requested but cannot be guaranteed.
2. Advertising rates for the CINZ Printed and Online Planner represent the space fee only and are based on receiving correct material.
3. Every advertisement must comply with the specifications as outlined in the ratecard. No responsibility for mistakes in content or design or quality of reproduction will be accepted by the publisher for any disk/material supplied that does not meet the required specifications.
4. CINZ takes every effort for accuracy but accepts no responsibility for colour variations to advertisements printed where colour proofs have not been requested nor for errors or omissions in text where information is provided free of charge, nor for advertisements where signed proofs of advertisements have been received.
5. All images, logos and floor plans must be supplied as high resolution (300dpi) electronic jpeg, tif or eps files for the planner and low resolution (72dpi) for the website. Text to be supplied as text only Microsoft word files. Incorrect content in material supplied remains the responsibility of the advertiser.
6. Any costs incurred in making alterations and additions to material supplied in incorrect formats or material by CINZ will be on-charged to the advertiser or their agent in addition to the space rate.
7. All rates quoted in the rate card are exclusive of GST.
8. If paying on a frequency basis these are to be made by direct credit to CINZ. The publisher reserves the right to charge 1.5% interest per month on overdue balances. Any costs incurred in debt collection fees etc will be payable by the purchasers.
9. Advertising orders cancelled after booking deadline will be subject to charge at full space rates.
10. The publisher reserves the right to decline any advertisement or website listing.
11. Whilst every care is taken to ensure the insertion of an advertisement in accordance with request and instructions, no liability will be accepted from any loss occasioned by omission, alteration or misplacement.
12. The publisher expressly disclaims all and any liability to any person(s) for any actions that may arise against the advertiser. The Publisher is not responsible for results that do not meet or exceed advertisers' expectations.
13. All advertising contracts are deemed to be placed in Auckland.
14. The completion of this booking confirmation and related correspondence is deemed to be a contract. All alterations to bookings including cancellations are to be made in writing. No liability is acknowledged by the publisher for failure to confirm cancellations/alterations or omissions or errors caused by misinterpretation or oversight in verbal communications or instructions.
15. The CINZ website is an interactive on-line service on the World Wide Web of the Internet, consisting of information, software and other content owned or licensed by the New Zealand Convention Association Inc. and the services host.
16. Except where expressly permitted by the service's operator, no portion of the service (including information, content or software) and publications may be reproduced, redistributed, transmitted, published, resold or otherwise commercially exploited by any other advertiser or end user.
17. The term of the contract for insertion of an advertiser's placement in the CINZ planner and on the CINZ website is for 12 months and the CINZ website special offer is for one month.
18. The service provider reserves the right at any time to change the service on the website, including adding, eliminating, introducing or discontinuing any content or feature of the service. Should payment not be received within our terms of trade, the provider reserves the right to delist the advertiser.
19. Whilst every care is taken to ensure information contained on the advertising listing is in accordance with requests and instruction, no liability will be accepted for any loss occasioned by omission or alterations.
20. CINZ is prepared to make three sets of changes to template ads. Any further alterations or additions will be on-charged to the advertiser or their agent.