



MAILING LABEL ORDER FORM

The following guidelines apply when ordering labels:

- ◆ Duplication or reselling of labels is not permitted. ITNS does not sell e-mail addresses for members.
- ◆ Labels are sold for **one time usage only**.
- ◆ A complete **sample** mailing piece **must accompany all orders**. All label orders are subject to approval.
- ◆ Black-out dates apply for promotion of meetings occurring within one month (pre or post) of the ITNS annual meeting.
- ◆ Pre-payment is required for all orders.
- ◆ Allow 10 working days from the date complete order is received by the ITNS office.
- ◆ Licensee agrees **not** to use the names as a mailing source for membership solicitation.

Select the appropriate categories below and complete the mailing information as requested

Output Media

- 4-up pressure sensitive labels
- Disk (\$50 set-up charge)
- Email (\$50 set-up charge)

Sort

- Alpha sequence
- Zip code sequence

Rate

- 1-250 names \$125
- 251-500 names \$250
- 501-750 names \$375
- 751-1,000 names \$500
- 1,001-1,250 names \$750
- Full List \$900

Selections

- All members (approx. 1,650)
- Selected states (\$50 set-up charge)

- Demographics (\$50 set-up charge)

- Special Focus Groups (\$50 set-up charge)

- Key code (max. 8 characters)
(\$50 set-up charge) _____

Payment Method

Name _____

Facility/Company name _____

Address _____

City/state/zip _____

Submitted by _____

Phone (_____) _____ Date _____

Email _____



VISA



MASTER CARD



AMEX

CHECK

(ENCLOSED PAYABLE TO ITNS)

_____ Card Number

_____ Exp Date

Name as it appears on credit card: _____

Authorized Signature: _____

Please return this form along with the sample mailing piece and pre-payment to:

ITNS Membership Labels
8735 W. Higgins Road, Suite 300
Chicago, IL 60631
Phone 847/375-4728
Fax 847/375-6341

For office use only:

Client ID _____

Tracking Number _____

Date Shipped _____