

# Weekly Press

The People's Publication  
A subsidiary of Global Impact Media, LLC

The Baton Rouge Weekly Press  
c/o Global Impact Media LLC  
14817 Colonel Allen Ct.  
Baton Rouge, Louisiana 70816

ORDER NO.:

ORDER DATE:

## INSERTION ORDER FORM

Advertiser Name: \_\_\_\_\_

Billing Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Advertiser Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Run	Run Date	Advertisement Size; w" x h":	Display Or Classifieds	Net Amount
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Material Due Date \_\_\_\_\_

Material Due Date \_\_\_\_\_

Material Due Date \_\_\_\_\_

General information and contract terms and conditions are listed on the reverse side. Your signature indicates acceptance of these terms and conditions.

Sub-total: \_\_\_\_\_

**ORDER TOTAL**

Agency and/or Advertiser \_\_\_\_\_ Date \_\_\_\_\_

Global Impact Media, LLC / Account Executive \_\_\_\_\_ Date \_\_\_\_\_

### Instructions



## Terms and Conditions

1. The forwarding of an order is construed as an acceptance of all the rates and conditions under which advertising is at the time sold.
2. The publisher has final approval on all advertising.
3. All advertising space rates are based on receipt of exact size digital file. Advertising space rates will apply from the most recent effective rate card.
4. The publisher will not be responsible for the production of ad materials that are not supplied as exact size digital file.
5. Dynamic Creative Solutions pays fifteen percent (15%) commission on space rate charges only to recognized advertising agencies who meet the following requirements: 1) The agency must provide an insertion order on agency letterhead; 2) the Agency must provide ad materials; and 3) the agency must pay Dynamic Creative Solutions invoices within thirty (30) days of invoice billing date. Commissions will be withdrawn if any of these requirements are not met.
6. In the event of an error in any advertisement caused by the publisher, the publisher shall not be responsible for any amount in excess of the cost of the advertisement in which the error appears.
7. The advertiser assumes full and complete responsibility for the content of all advertising copies submitted, printed, and published pursuant to this Agreement and shall indemnify and save the publisher harmless against any demands, claims, judgments, or liabilities by reason of the advertising, including reasonable attorney's fees incurred in the defense of such a claim.
8. It is agreed the publisher shall not be liable for failure to print, publish, or distribute all or any portion of an issue in which an advertisement accepted by the publisher is to appear if such failure is caused by circumstances beyond the control of the publisher including, without limitation, acts of God, fires, strikes, lockouts, accidents, posted delays, forces majeure, inability to obtain paper stock, and acts of government.
9. Positioning of advertisements is at the discretion of the Publisher except where a request for specific preferred position is paid for in advance and acknowledged by the publisher in writing.
10. Orders containing incorrect rates will be inserted and charged to correct rates.
11. All standard 4A contracts accepted: if there is a variance from standard 4A contracts, please contact: Global Impact Media, LLC, 14817 Colonel Allen Ct. Baton Rouge, LA 70806, Toll Free 225.775.2002
12. All contents of advertisements are subject to publisher's approval. Publisher reserves the right to reject or cancel any advertisement or insertion order at any time.
13. No cancellations for advertising space, ad changes, or downgrading in color or ad size will be accepted (written or verbal) after space closing date.
14. Should an additional run of an issue be printed, failure to totally pay for advertising will, at the Publisher's discretion, result in deletion of delinquent advertiser's ad.
15. All advertisements are accepted and published by the Publisher on the representation that the advertiser and/or advertising agency are properly authorized to publish the entire contents and subject matter thereof. When advertisements containing the names, pictures, and/or testimonials of living persons are submitted for publication, the order or request for the publication thereof shall be deemed to be representation by the advertiser and/or advertising agency that they have obtained the written consent of the use in the advertisement of the name, picture, and/or testimonial of any living person which is contained herein. It is understood that the advertiser and/or advertising agency will indemnify and save the Publisher harmless from and against any loss, expense, or other liability resulting from any claims or suits filed for libel, violation of rights of privacy, plagiarism, copyright infringement, and any other claims or suits that may arise out of the publication of such advertisement. All copy, text, and illustrations are subject to the Publisher's approval before execution of the order; and the right is reserved to reject or exclude copy which is unethical, misleading, extravagant, challenging, questionable in character, in bad taste, detrimental to public health or interest, otherwise inappropriate or incompatible with the character of the publication, or that does not meet with the approval of the Federal Trade Commission; whether or not the same has already been accepted and/or published. In the event of such cancellation or rejection by the Publisher, the advertising already run shall be paid for or billed at the rate provided for in the order.
16. **The Publisher reserves the right to make an additional charge for advertisement containing difficult composition.**
17. The Publisher assumes no liability if for any reason it becomes necessary to omit an advertisement.
18. **Ad materials will be held for 2 years from the date of publication, then destroyed unless prior return is specified in writing from advertiser.**
19. **All advertisers will be presumed to have read and understood this rate card and agreed to its conditions without any further contracts.**

### Send all ad materials to:

**The Baton Rouge Weekly Press  
co/Global Impact Media, LLC  
14817 Colonel Allen Ct.  
Baton Rouge, Louisiana 70816  
Telephone: (225) 775-2002  
Email: sales@brweeklypress.com**