

## Editorial Column Sponsorship Form (Singapore Dollar)

Name of Column: \_\_\_\_\_

Amount payable per issue: \$5,520

Monthly       Bi-monthly       Quarterly       Others \_\_\_\_\_

Please tick appropriate column(s) to confirm your article / advertisement schedule

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Article												
Advertisement (1 Full-Page colour ROP)												

### Terms and Conditions

- 1) The column sponsorship includes one article and one **FREE** full-page colour advertisement (run-of-page) per issue.
- 2) Editorial contribution must be no longer than 1,200 words, and any graphics, table, images or photos accompanying the text must all fit into a maximum of two pages of the magazine, subject to editing by Asia Insurance Review. All editing or changes by Asia Insurance Review are FINAL.
- 3) Editorial contributions should reach the editor by the 5th day of the month PRECEDING the issue in which the article is to be placed.
- 4) Artwork should reach the publisher by the 15th day of the month PRECEDING the issue in which the advertisement is to be placed.
- 5) Payment in full, to be settled upon receipt of the invoice from the publisher, Asia Insurance Review.
- 6) The Company will be liable for the full settlement of the Column Sponsorship fee should the signatory cancel the sponsorship or not deliver the column article and/or advertisement artwork by the given deadline. Missed articles and/or advertisement will be deemed as being forfeited unless Asia Insurance Review is informed about the postponement in writing (see below).

### Postponement

6 weeks notice must be made in writing. Deferment can only be made to the following issue. Please note that the advertiser will still be billed according to the contract where the article is scheduled to run.

### Cancellation of Bookings for Print Advertisements

All cancellations of advertisement bookings must be made in writing at least 21 days prior to publication date (1st day of the month) failing which administration charges of 25% of the advertisement rate will be imposed.

### Payment Terms

The credit term is 30 days. If payment is not received after the due date, an interest of 1.5% per month will be imposed on all overdue invoices.

### Booking Details

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

Designation: \_\_\_\_\_

Company: \_\_\_\_\_

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

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### Billing Details

Please use same details as Booking Details

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

Designation: \_\_\_\_\_

Company: \_\_\_\_\_

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

Tel: \_\_\_\_\_

Email: \_\_\_\_\_