Booking Contract 2011 - Adverts for www.civils.org.za

Company Order No..... **CI** .....

Company .....

VAT Registration No.....

Contact Person.....**Surname**.....

Agency.....

Designation.....

Telephone.....**Fax.**.....

E-mail.....

Postal Address.....**Code**.....

Street Address.....

Ad Type:

☐***Link:*** ☐Home page ☐Main-section page

☐***Classified Advert:*** ☐text ☐graphic ☐link

☐***e-Alert mail to members***

Specifications (if any).....

Duration of appearance: .....

Rate excluding VAT.....**Rate including VAT**.....

Deadline for receipt of ad material.....

Signature..... (Who by this signature warrants authority)

On this day.....**of the month**.....**2011**

Name.....

Material requirements

Text should be supplied in .doc, .docx, .rtf. Artwork, photos, logos must be 300 dpi, colours converted to RGB and supplied electronically in TIFF, GIF or JPEG format.

Material should be sent to:

Zina Girald: zgirald@saice.org.za

Terms and Conditions of Contract

1. No advertisement will be uploaded unless order form is signed and filled in correctly.
2. SAICE reserves the right to repeat previous artwork/positives should new / altered or amended adverts be late or overdue. The SAICE will not be held back under any circumstances.
3. Invoices to be paid 30 days from statement. Thereafter interest will be charged at prevailing bank rates.
4. Any legal costs incurred in the recovery of outstanding monies will be for the account of the advertiser or his/her advertising agency.
5. Special positions are subject to 25% surcharge.
6. Change of instructions will be accepted unless in writing.
7. All copy submitted is subject to the approval and published on the website at the discretion of the editor.
8. Any multiple insertion contracts cancelled, irrespective of cancellation date, will incur a surcharge equal to the difference between the contract rate and the single insertion rate for each advertisement placed. The surcharge will be payable immediately.
9. Because of the 'brain drain' issue facing South African at present we only place career opportunity adverts for posts in South Africa on our website

SAICE Banking Details: Standard Bank, Parktown. Branch code: 000355. Account number: 200853058. **VAT Reg No. 4900110661.**