

COMPANY INFORMATION (MUST BE COMPLETED)

TRADING NAME _____
 COMPANY NAME _____
 PROPRIETOR'S FULL NAME _____
 CONTACT'S FULL NAME _____
 POSITION _____
 ABN / ACN _____
 BUSINESS ADDRESS _____

 POSTAL ADDRESS _____

 CONTACT PH _____
 FAX _____
 MOBILE NO _____
 AFTER HOURS PH _____
 EMAIL ADDRESS _____

PUBLICATION/WEB LISTING TITLES (PLEASE DETAIL THIS)

MAIN LISTING UNDER? EG. ACCOMMODATION ETC _____

 INDEX LISTING? EG. HOLIDAYS _____

PAYMENT DETAILS (MUST BE COMPLETED)

CHEQUE / MONEY ORDER ENCLOSED (PAYMENT TO QPAGES) _____
 RECEIPT ADDRESS _____
 CREDIT CARD _____
 CARD HOLDER'S NAME _____
 CARD NUMBER
 EXPIRY DATE / _____ TODAY'S DATE _____
 CARD HOLDER'S SIGNATURE _____ SEC CODE

TERMS & CONDITIONS (MUST BE SIGNED & DATED)

I/WE HEREBY AGREE TO THE TERMS AND CONDITIONS AS PER SPECIFIED AND AGREE TO PAY THE ABOVE AMOUNT IN FULL AND WILL BE PRERSONALLY LIABLE FOR ALL MONIES OWNING TO Q-PAGES. I HEREBY AGREE TO RECEIVE EMAILS FROM Q-PAGES FROM TIME TO TIME.

NAME / AUTHORISATION BY _____
 POSITION _____
 DATE _____
 SIGNATURE _____

NON FUNDED
 COMMUNITY LISTING
 3 LINES OF TEXT = \$60
 45 CHARACTERS

COUNTRY LISTING
 3 LINES OF TEXT = \$139
 45 CHARACTERS

1/8 = \$295
 58MM x 42MM
 (w) (h)

1/4 = \$495
 58MM x 88MM
 (w) (h)

1/2 = \$865
 120MM x 88MM
 (w) (h)

1/2 = \$865
 58MM x 180MM
 (w) x (h)

FULL PAGE
 \$1685
 OR
 120MM x 180MM
 (w) (h)
 (AD. IS INSET)

FULL PAGE
 \$1685
 148MM x 210MM
 (w) (h)
 (PLUS 5MM BLEED
 TO ALL SIDES)

bringing our community together



Booking Form

publisher It's Time Investments Pty Ltd atf
 The It's Time Trust t/as Q pages
postal PO Box 372 Bayswater WA 6053
telephone +61 8 9371 9877
facsimile +61 8 9370 4205
web site www.qpages.com.au
email info@qpages.com.au
 ABN 30 686 396 336 ACN 077 950 835

ADVERTISEMENT TYPE AND COSTS INC GST

- NON FUNDED COMMUNITY LISTING (MAX 3 LINES TEXT ONLY).....\$60
 COUNTRY LISTING (MAX 3 LINES TEXT ONLY)\$139
 1/8 PAGE COLOUR\$295
 1/4 PAGE COLOUR\$495
 1/2 PAGE COLOUR PORTRAIT\$865
 1/2 PAGE COLOUR LANDSCAPE\$865
 FULL PAGE COLOUR (STANDARD POSITIONING ONLY)..... \$1685

✓ PLEASE TICK
 ADVERT. REQUIRED

LOOK
 OVER
 FOR
 ADVERT
 SIZES
 ↩

ARTWORK DESIGNED OR SUPPLIED

- SAME AS LAST YEAR, NO CHANGES (PROOF WILL BE SENT)
 SUPPLIED BY MY DESIGNER (SEE ACCEPTED FILE FORMATS)
 ARTWORK BY Q-PAGES (TICK THIS BOX & UNDER FOR AD. SIZE)
 1/8 PAGE - TYPE SETTING FROM ONLY \$45
 1/4 PAGE - TYPE SETTING FROM ONLY \$65
 1/2 PAGE - TYPE SETTING FROM ONLY \$95
 FULL PAGE - TYPE SETTING FROM ONLY \$150
 PHOTO/IMAGE ADJUSTMENTS, EACH ITEM \$20
 SCANNING PER, EACH ITEM \$20

✓ TICK ADVERT SIZE
 REQUIRED ARTWORK
 BY Q-PAGES

All supplied files must be the correct size, no bleed or crops needed on fitted adverts.
 If any adjustment is needed to the file, time will be charged @ \$65per hour or part thereof.
 A full colour printed proof must be provided with all supplied artwork.

✓ **Eps** - fonts created to outlines/ 300dpi images, no bleed or crops.
Indd - Indesign Packaged Files with fonts & links
Indd Illustrator .eps (all fonts created to outlines)
Acrobat .pdf (please contact us for settings). (No word pdf files allowed)

✗ **Word.doc**
Publisher.doc
Powerpoint
Paint Shop
Corel Paint

FONTS - created to outlines/paths on all text.
IMAGES- all images must be 300dpi, CMYK at 100% size. RGB images can not be used.
PROOFS - correct content is the advertiser's responsibility. No advert will be printed without the proof supplied by Q-pages being signed by the advertiser/proprietor.

LISTING



Q Pages Advertising Terms And Conditions

- 1) Its Time Investments Pty Ltd ACN 077 950 835 ABN 30 686 396 336 as trustee for The Its Time Trust Trading as Q Pages is to be known as QP.
- 2) The customer as written on the face of this contract shall be known as the "advertiser".
- 3) QP reserves the right to appoint booking agents for the purpose of booking adverts for the current edition of Q P.
 - a) Where ever QP is written it shall be deemed to mean Q Pages and any of its booking agents.
- 4) QP does not accept responsibility for any errors in artwork provided by any booking agent, advertising agency or graphic designer.
- 5) a) The Customer agrees to pay QP or its booking agent the charge amount as set out on the face of this Contract. Unless alternative arrangements have been made and agreed to by QP then all charges shall be payable at the expiration of 30 days.
 - b) If the customer shall default in making any payment as provided then:
 - 1) the whole of the charge amount shall become immediately due and payable
 - 2) If QP shall so demand the advertiser shall pay any debt collection costs, credit agency costs or legal costs incurred by QP as a result of the advertisers default and such costs shall be recoverable by QP in any subsequent proceedings.
 - 3) Unless waived in a particular case, interest at FIFTEEN PER CENT (15%) PER ANNUM (accruing daily from the date of the invoice) will apply to any account which has been outstanding more than THIRTY (30) days.
- 6) The directory, the subject of this contract, shall only be withdrawn or cancelled in writing, with the approval of QP and prior to the date upon application for advertising in the QP directory shall close. In such event the advertiser hereby agrees to pay and QP is authorised to deduct from any payments received to date based on the charge set out on the face of this contract on account of administration expenses an amount equal to 10% of the charge plus the cost of any artwork, bromides, scans and the like.
- 7) All advertisements booked on the face of this contract shall be accompanied by a deposit of not less than 50% of the advertisement charge set out on the face of this contract unless alternative arrangements have been made.
- 8) The advertiser hereby acknowledges and agrees that the charge set out on the face of this contract may be varied to include production charges incurred in the respect of
 - a) artwork, bromides and the like not already covered in the charges of the face of this contract and/or
 - b) any stamp duty, fees, expenses, costs and the introduction of an extra GST charge imposed on or incurred by QP in respect to this contract and relating to, but not limited to payment, artwork, transfer fees, courier charges. The customer hereby agrees to pay on demand any charges in addition to advertisement charges on the face of the contract.
- 9) QP reserves the right:
 - a) to place any advertisements in the QP directory under any classified/section headings it considers appropriate for the purpose of that year's directory.
 - b) to change classified/section headings from year to year as it deems appropriate
 - c) to place advertisements in any position on any page on which appears the heading or any page opposite such page.
 - d) QP does not guarantee page placements unless that page has been booked and agreed to by an authorised representative of QP.
 - e) QP reserves the right to change page loadings for specific page placements. Specific Page placements are only available in full colour sections and must be booked specifically with an authorised representative of QP. Specific page placements must be confirmed by an authorised representative of QP.
 - f) QP will take due care in the compilation of the QP Directory. However as the directory is compiled using the information provided by the Advertisers, QP does not guarantee that the directory will be free from errors, omissions or that the QP directory will be published by a certain date.
 - g) QP does warrant that it will use due care and skill in the compilation of the QP directory and of the advertisement.
 - h) If the advertisement, the subject of this contract does not appear or errors or omissions occur in that advertisement then the advertiser should advise QP promptly in writing.
 - i) In these cases QP regrets that corrections cannot be, added once the QP directory has been published. Corrections to the web page will however be made.
- 10) If despite having used due care and skill in the compilation of the QP directory the subject advertisement contains an error or omission QP may at its discretion:
 - a) provide part of an equivalent advert in the next edition of the QP directory
 - b) provide an equivalent advert in the next edition of the QP directory
 - c) refund in part or in whole the cost of the advert
 - d) the customer agrees and acknowledges to having no further claim against QP its employees and its booking agents.
- 11) QP reserves the right to place the advertisement, the subject of this contract, on any electronic media such as electronic networks, computer discs and namely www.qpages.com.au and to alter as necessary any advertisement. The advertiser hereby authorises any such placement.
- 12) However QP agrees not to sell the data contained in the QP data bases, unless QP is sold as a whole.
- 13) Artwork
 - a) all artwork costs incurred by QP in the compilation of the Advertiser's advertisement shall be at the expense of the advertiser, including but not limited to proofs, bromides, scans, transparency scans and such like.
 - b) Should an advertiser place a booking for an advert after the close off date for booking and an authorised representative of QP accepts that advert, then the advertiser will not be provided with a proof of that advert prior to publication and QP accepts no responsibility for errors or omissions.
 - c) Any and all artwork provided to QP shall be in a format that is acceptable to QP both electronic and non electronic.
 - d) Electronic artwork provided to QP shall include all fonts required, any extra images in the file as separate files, hard copy and to the size of that advertisement booked on the face of this contract.
 - e) Any advertisement re-sizing will be charged for at the current hourly rate or part thereof.
 - f) Any advertisement provided without fonts, will have the font matched as closely as possible, and any advertisement also supplied without hard copy will be printed with default fonts.
 - g) Acceptable macintosh electronic formats are In-design v2.0. illustrator, quark v4.1, photoshop v7, tif, eps, bmp, jpeg. PageMaker files are accepted. All electronic artwork see clause 11 d
 - h) Acceptable pc formats are Quark v4.1, In-designv2.0, illustrator, coreldraw v10, photoshop v7, tif, cmx, eps, bmp, jpeg. For all electronic artwork see clause 11 d.
- 14) The Advertiser warrants and declares that the content contained within the advertisement in no way contravenes any state or federal legislation, copyright, trademark laws or any statute, regulation or laws whatsoever and contains nothing obscene, indecent, libelous and is not false, misleading or deceptive. The advertiser agrees to indemnify QP and its respective officers, employees, and agents against all claims, demands, damages, costs penalties, suits, and liabilities of any nature however caused whether by negligence or otherwise incurred by QP or its officers, employees or agents arising out of the publication of the advertisement.
- 15) The advertiser warrants and declares to QP that the advertiser is the owner of and has the right to use or is duly authorised to use any business name, trademark, illustrations or photographs comprising or forming part of the advertisement in this contract. The advertiser indemnifies QP against any and all actions claims, costs damages associated with the use of or publication in the QP directory containing any name, mark, illustration or photograph. The acceptance of and publication of the advertisement by QP is deemed to be consideration for the agreement to indemnify.
- 16) Due to the Copyright Act 1968 advertisers are advised that the inclusion in advertisement of material (photographed, artist's illustrations and text) taken from any article published in a newspaper, magazine periodical or similar publication is strictly prohibited without the written consent of the owner of the copyright.
- 17) The advertiser shall at the request of QP provide in writing proof of right of use of Business Name, Trademark, Illustration or Photograph.
- 18) The advertiser authorises that QP that it will accept emails sent by QP from time to time as QP deems necessary.
- 19) This contract shall be binding and for the benefit of both parties detailed herein and shall be governed and interpreted and enforced by the Laws of the state in which the publication is produced.