

Home & MORTGAGE

Order Form

The client newsletter for Canada's Mortgage Brokers

STEP 1

Provide your contact info or attach your business card

(This is what will appear on your newsletter.)

FIRST NAME _____ LAST NAME _____

ACCREDITATIONS (e.g., AMP) _____ TITLE _____

COMPANY NAME AND ADDRESS _____

TEL. BUS. _____ EXT. _____

TOLL-FREE _____ EXT. _____

FAX _____ CELL _____

EMAIL _____

WEBSITE _____

STEP 2

Photos/Logos



- I have enclosed my photo(s)*
- I will email my photo(s) at 600 dpi (dots per inch; JPEG or tif format) to clientcontact@ariad.ca
- I will mail my photo(s) to Ariad (address on next page)*

You may have one or two images on Page 1 of your newsletter

IMAGE 1 Photo _____ (NAME) **OR** Logo
 _____ (TITLE)

IMAGE 2 Photo _____ (NAME) **OR** Logo
 _____ (TITLE)

(For group or other photos, contact Ariad Client Accounts.)

*We will not store hard-copy images or discs. Please include a self-addressed, stamped envelope if you would like us to return these materials.

STEP 3

Your company profile

For your annual subscription

- I will prepare my own company profile. (Maximum 70 words with one photo, 35 with two. Please **email** your message.)
- I will use the standard company profile (if you use two photos a shorter version of this message will appear):

It pays to use a broker...

Whether you're buying your first home or are refinancing or looking for a second mortgage, we'll find the right mortgage with the best rate. We shop around and have access to the widest variety of lenders — all to find the right solution for you. Our home equity loans can help with renovations, education, debt consolidation and more. We are experts trained to help you achieve your home ownership dreams. Best of all, in most cases, our services are free.

REFERRALS WELCOME...*We treat your family and friends with the utmost courtesy and respect. Thank you!*

STEP 4 Your annual subscription

ISSUE	QUANTITY (MULTIPLES OF 25; MINIMUM 100)	YOUR ORDER IS DELIVERED
<input checked="" type="checkbox"/> Spring	_____	Late Feb.
<input checked="" type="checkbox"/> Summer	_____	Late April
<input checked="" type="checkbox"/> Fall	_____	Late August
<input checked="" type="checkbox"/> Winter	_____	Late Oct.

- Letter fold*
- Mailing service*
(Envelope and half fold included)
- *applies for entire annual subscription

Your minimum commitment is 4 issues (minimum quantity 100 each issue). You can change your quantity at any time.

Please note that a late-order fee of \$60 will apply to all orders placed after the order close date.

STEP 5 Price list

QUANTITY	PRICE PER COPY	FEES		SPECIAL ORDERS For orders over 5,000 copies, call us for a quote.
100-199	99¢	One time setup fee For all new setups	\$75	
200-499	95¢	Image Change Fee	\$45	
500+	85¢	Shipping & handling (if not using the mailing service)	\$13.75/issue	
In multiples of 25; minimum order is 100.		Orders exceeding 750 copies require a customized delivery quote. Please send all inquiries to clientcontact@ariad.ca.		
PDF VERSION		OPTIONAL SERVICES		
\$85 per issue with print order		Letter fold	\$13.75/issue	
\$99 per issue for pdf only		Mailing service (includes 1 st class postage)	an additional 85¢ per copy	
\$99 per issue for all pdfs ordered off cycle				

STEP 6 (Optional) Submit addresses for the mailing service

- We will provide you with an Excel worksheet containing the following fields: First Name, Last Name, Address1, Address2, City, Province, Postal Code. Don't forget to add your own information so that you get a copy as well. **Your data must be delivered to us in this worksheet and it is imperative that you do not rename the file.**
- Email your list to clientcontact@ariad.ca. We strongly suggest that you password-protect your list and send the password in a separate email.
- You need to re-send your (updated) list to us each issue, before the order close date (see 1. above) — this date will be in your reminder email. (As a result of privacy legislation we CANNOT keep your clients' data on file from issue to issue.)

STEP 7 Payment info

I authorize Ariad Custom Communications to charge my credit card for this subscription service.

CHOOSE YOUR METHOD OF PAYMENT

- VISA MasterCard American Express

CARDHOLDER'S NAME (PRINT)

CARDHOLDER'S SIGNATURE

CARD NUMBER

EXPIRY DATE



9th Floor
277 Wellington St. West
Toronto, Ontario
M5V 3E4

Telephone
Toll-free 1-800-992-9498
ext. 7300
In Toronto (416) 971-9322
ext. 7300

Fax
Toll-free 1-800-465-8203
In Toronto (416) 971-9292

Email
clientcontact@ariad.ca
Website
www.ariad.ca

NOTE

User Agreement

Term of this Agreement. By submitting this order form to Ariad, you agree to purchase four consecutive issues of *Home & Mortgage* and you agree to the terms and conditions contained in this User Agreement. The Agreement will be in effect for one year starting from the date your order is submitted, and will continue to be automatically renewed for a similar period or periods thereafter on the same terms and conditions unless either Ariad or the Client notifies the other, in writing, of its intention to cancel the Agreement at least 90 days prior to the end of the initial or any subsequent period.

Order revisions. Before each issue's delivery, Ariad will email you a pdf copy of how your personalization will appear as a matter of record only. Should you fail to receive this copy or fail to provide Ariad with any changes, your order will be fulfilled as per this record. It is your responsibility to update Ariad with any changes to your personalization one month before the delivery date of the issue in which you'd like the changes to appear. Any other changes to your order (such as quantities and delivery instructions) must also be received one month before the delivery date of the issue for which you'd like the changes to take effect. Changes received after the stated deadline may not be fulfilled or may incur extra charges at Ariad's discretion.

Photos and logos. You are responsible for providing Ariad with any photo or logo to be used for personalization. Ariad makes every effort to reproduce your photo and logo at the highest possible quality; however, no guarantee is provided in this regard.

Mailing service. You are responsible for providing the required client data to make use of our mailing service, in the form provided to you, by the required date. No refunds are available should you fail to provide the data, should the data be incomplete, or should there not be sufficient data to fully complete the order.

Delivery. Delivery promises are made in good faith and will be kept if possible. However, Ariad is not responsible for delays resulting from conditions beyond its control.

Payment. Your payment will be processed one month before the delivery of each issue for the entire duration of the subscription (four issues). Ariad reserves the right to change the payment procedure by providing notice to you one month before these changes take effect.

Financial record retrieval. For your privacy and protection, all financial records are stored offsite at a controlled-access facility. For this reason, we require 5-7 business days and a \$25 retrieval and processing fee to obtain additional copies of any financial or invoicing documents. Please file your original copies with care.

Taxes and shipping. All applicable taxes are extra. Ariad reserves the right to change shipping and handling charges without further notice.

Cancellation. In the event that you cancel your subscription before the end of its initial term, or refuse delivery of your order, Ariad reserves the right to obtain payment for the remainder of the term of your agreement.

Copyright. Copyright for all content remains the property of Ariad. Reuse or reprinting of any content requires the express written consent of Ariad Custom Communications and may incur additional fees.

Satisfaction guarantee. If you are not completely satisfied with your order, please return the unused portion of your order to Ariad within 15 days of your order's arrival. Ariad will refund the purchase price of that order only, minus fees and shipping charges. The refund does not cover previous or future issues under the terms of this agreement.

Privacy Policy

Our commitment to you. Ariad Custom Communications is committed to protecting your privacy and adheres to the highest standards to safeguard that privacy. Your name and address information, including email address, will be used to correspond with you regarding your newsletter program, including order information, content previews, and special offers or products. Any promotional communications you receive from us will include an "Unsubscribe" option. Your credit card number is used only for processing payments and for presenting you with payment options — not for marketing purposes. We will not share any of the information you provide to us with any outside party. (Although it is highly unlikely, we may be required by law to provide information to law enforcement or judicial authorities in certain cases.)

We protect your client data. Only authorized individuals and suppliers have access to customer information. Where information is sent to a third party for processing, we make sure, through our contracts with them, that all customer information is kept secure. We keep your information for the time we are providing you with a product or service, and for a reasonable time thereafter in the event that you wish to resume service. For Ariad's complete privacy policy, please visit <http://www.ariad.ca/products/emailmarketing/privacy.html>.