

CHEST CONFERENCE TRAFFIC BUILDER (CTB) ORDER FORM

For Email orders, complete **(1) & (2)**. For Mailing List orders, complete **(1) & (3)**.

(1) Contact Information

	Ordered By
Company Name	
Contact Name	
Street Address	
City/State/ZIP	
Phone	
Email Address	
URL	
Sponsorship	<input type="checkbox"/> CME Program <input type="checkbox"/> Non-CME Program <input type="checkbox"/> Learning Theater <input type="checkbox"/> Not sponsoring All Complementary Files must be directly sent to a Mailing House. The cutoff date to receive the COMP file is October 1, 2022
Payment Method <i>(Required in advance)</i>	<input type="checkbox"/> Credit Card or <input type="checkbox"/> ACH Payment available via payment email link <i>* 3% convenience fee will apply</i>

(2)Email order information

(Please indicate job name, level, and target deployment date-only US email addresses will be deployed)

Job name:

Level	Est. Availability	Target Deploy Date	Deployment Price	Setup	Total
<input type="checkbox"/> Bronze	8/26-9/24		\$5,000	\$350/each	\$5,350
<input type="checkbox"/> Bronze Bundle*			\$8,500		\$9,200
<input type="checkbox"/> Silver	9/25-10/6		\$6,000		\$6,350
<input type="checkbox"/> Silver Bundle*			\$9,500		\$10,200
<input type="checkbox"/> Gold	10/7-10/16		\$7,000		\$7,350
<input type="checkbox"/> Gold Bundle*			\$10,500		\$11,200
<input type="checkbox"/> Platinum	10/17-10/24		\$10,000		\$10,350
<input type="checkbox"/> Platinum Bundle*			\$13,500		\$14,200
<input type="checkbox"/> Copper	10/25 and after		\$6,000		\$6,350

*Bundle packages include 1 initial deployment and 1 resend deployment post show only

IMPORTANT EMAIL ORDER INFORMATION:

Projected Deployment Date: 2-3 business days from receipt of signed Acknowledgement and all email assets. This would include From, Subject Line, Test email address.

Creative requirements: Acceptable formats are HTML (.htm; html). All email creative assets need to be sent to MMS as an attached file(s), include image folder where applicable.

For CAN-SPAM compliance, all creatives must include sender’s postal address and a client opt-out link.
The following MMS opt-out will also be added: *"This email powered by Med-E-Mail connects healthcare professionals with relevant commercial messages germane to the practice of medicine. If you wish to discontinue receiving messages from this sender please review your preference page here."*

HTML creative modification and HTML Creation services are available – additional fees apply- Inquire for pricing.
(HTML Creation services require 4 weeks lead time)

(3) Mailing list order information

(please indicate geographic area, level, desired list delivery date, and email address for .csv file delivery below)

Direct Mail listing flat fee of \$4,000.00 plus \$100.00 delivery fee = \$4,100.00

Geographic area: *U.S. addresses only*

Delivery email address: _____

IMPORTANT LIST ORDER INFORMATION:

- MMS's General Terms and Conditions posted on the MMS website at <https://www.mmslists.com/terms-conditions> apply to this order.
- Prices above are not commissionable and encompass only services described by MMS's Order Acknowledgement. Any additional services may incur additional charges.
- **POSTAL lists for direct mail only; no phone, fax, or email included or permitted.**
- **Postal lists are for direct mail purposes and no other use is allowed.**

ORDERING INFORMATION:

- Return completed form to Kristy Vanderplow, email: k-vanderplow@mmslists.com
- Sample piece (mailing or HTML) is required for approval ten (10) days prior to delivery date.
- An order acknowledgement will be sent to you for signature approval.
- Online credit card payment instructions will be included within MMS Order Acknowledgement and a separate payment link email will be sent once MMS Order Acknowledgment has been signed.
- Orders will be produced and scheduled for broadcast upon receipt of signed Order Acknowledgement and your approval of test broadcast and receipt of payment.

You can reach the entire CHEST membership with lists and email service from MMS.

For more information, see our website - www.mmslists.com/american-college-of-chest-physicians.