

**CHEST 2025 CONFERENCE TRAFFIC BUILDER (CTB) ORDER FORM**

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

**(1) Contact Information**

	<b>Ordered By</b>
<b>Company Name</b>	
<b>Contact Name</b>	
<b>Street Address</b>	
<b>City/State/ZIP</b>	
<b>Phone</b>	
<b>Email Address</b>	
<b>URL</b>	
<b>Sponsorship</b>	<input type="checkbox"/> CME Program <input type="checkbox"/> Non-CME Program <input type="checkbox"/> Learning Theater <input type="checkbox"/> Not sponsoring <b>All Complementary Files must be directly sent to a Mailing House. The cutoff date to receive the COMP file is Sept 6, 2025</b>
<b>Payment Method</b> (Required in advance)	<input type="checkbox"/> <b>Credit Card</b> or <input type="checkbox"/> <b>ACH Payment</b> available via payment email link * 3% convenience fee will apply

## **(2)Email order information**

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

**Job name:**

<b>Level</b>	<b>Est. Availability</b>	<b>Target Deploy Date</b>	<b>Deployment Price</b>	<b>Setup</b>	<b>Total</b>
<input type="checkbox"/> <b>Bronze</b>	9/3-9/19		\$5,000	\$350/each	\$5,350
<input type="checkbox"/> <b>Bronze Bundle*</b>			\$8,500		\$9,200
<input type="checkbox"/> <b>Silver</b>	9/22-10/3		\$6,000		\$6,350
<input type="checkbox"/> <b>Silver Bundle*</b>			\$9,500		\$10,200
<input type="checkbox"/> <b>Gold</b>	10/6 -10/17		\$7,000		\$7,350
<input type="checkbox"/> <b>Gold Bundle*</b>			\$10,500		\$11,200
<input type="checkbox"/> <b>Platinum</b>	10/18-10/22		\$10,000		\$10,350
<input type="checkbox"/> <b>Platinum Bundle*</b>			\$13,500		\$14,200
<input type="checkbox"/> <b>Copper</b>	10/28 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, all email assets and payment. 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 (must be sent directly to your mail house):**

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**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](mailto:k-vanderplow@mmslists.com)
- Sample piece (mailing or HTML) is required for approval ten (7) days prior to delivery date.
- An order acknowledgement will be sent to you for signature approval and pre-payment.
- 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](http://www.mmslists.com/american-college-of-chest-physicians).*