



Reach Hundreds of In-Plant Decision-makers with Your Message

IPMA's Mailing List:

The In-Plant Printing and Mailing Association's member base consists of publishing, printing, distribution and mailing professionals who work within universities, government facilities, manufacturing, insurance, health care facilities and hospitals, associations, utilities, as well as other industry segments.

Mailing List Rental Policy:

To keep our 900 plus members up-to-date on the latest offerings within the industry, IPMA offers select companies the opportunity to reach out to members through special mailings. All requests for IPMA's mailing list must be made in writing and approved by IPMA headquarters. (See attached form.)

As an exclusive benefit of membership, IPMA Associate Members have the opportunity to acquire **IPMA's membership list at no charge for one-time use** during each renewal year (April 1 – March 31). Associate members, who wish to acquire the mailing list more than once per calendar year, will be charged a \$250 rental fee per usage. Nonmembers may acquire IPMA's mailing list for a \$750 rental fee per usage.

Individuals wishing to rent the list must contact IPMA at least 30 days prior to the receipt date needed. A sample of all mailing components must accompany the request and is subject for approval. Without the expressed written approval of IPMA, the In-Plant Printing and Mailing Association's (IPMA) name and logo may not be used in any form on the proposed mailing, nor may IPMA's endorsement of the mailing be claimed or implied. Payment must be received in full before the mailing list can be released. Although IPMA's mailing list is updated continually, we do not guarantee delivery of your materials by the postal service. No refunds will be issued for returned mail.

E-Mail Policy:

As an exclusive benefit of membership, IPMA Associate Members can arrange for IPMA headquarters to send **one e-mail blast per renewal year at no charge** to its members. Associate members, who would like to send subsequent e-mails during the calendar year, will be charged \$100 per e-mail event. Nonmembers may arrange for IPMA to send an e-mail blast to its members for a one-time usage fee of \$500.

Individuals wishing to send an e-mail blast must furnish all copy to IPMA at least 30 days prior to the proposed e-mail date. The copy and any additional instructions must accompany the request and is subject to approval. Without the expressed written approval of IPMA, the In-Plant Printing and Mailing Association's (IPMA) name and logo may not be used in any form on the proposed e-mail, nor may IPMA's endorsement of the product be claimed or implied. Payment must be received in full before the e-mail will be sent.

**In-Plant Printing and Mailing Association, 710 Regency Drive, Suite 6, Kearney, MO 64060
Phone: 816.902.4762 / Fax: 816.902.4766**

Request for IPMA Membership Access

Name _____

Title _____

Company _____

Mailing Address _____

City _____ State _____ ZIP _____

Phone _____ FAX _____

E-mail _____ Web Site _____

Signature _____

Check one: IPMA Member (membership#) _____ Nonmember

I would like to acquire for one-time usage only:

IPMA's Mailing List --A sample of all of the materials in your proposed mailing, including the envelope, must be attached to this request.

Demographic criteria: _____

Mailing date requested: _____

Format requested (labels, CD) _____

IPMA Membership Blast

E-mail date requested: _____

Attach the copy, your logo and a hyperlink address if applicable

I am an IPMA Associate Member requesting *one-time usage* of IPMA's list at **no charge** this year.

I am an IPMA Associate Member requesting IPMA conduct an e-mail blast at **no charge** this year.

I am an IPMA Associate Member requesting **additional** usage of IPMA's list for \$250 per usage.

I am a **NON IPMA Associate Member** requesting **one-time usage** of IPMA's list for \$750 per usage.

Payment:

Enclosed is a check in the amount of \$ _____

Charge my American Express MasterCard VISA for the amount of \$ _____

Credit Card # _____ Expiration Date _____

Signature _____

Return this form to:



In-Plant Printing and Mailing Association, 710 Regency Drive, Suite 6, Kearney, MO 64060
816.902.4762 / FAX 816.902.4766