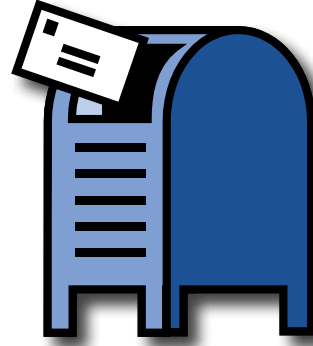




Mailing List Order Form

Rental Guidelines

1. **Lists Available**
 - a. Membership
 - b. Most recent meeting registrants
 - c. Sorted by zip or alpha
2. **Format**
 - a. Disk in Excel format
 - b. E-mailed to you in Excel format
 - c. Key code added for extra fee



Ordering Requirements and Restrictions

1. Lists are available for **one-time use only by purchaser** and may not be reproduced, reused, or resold, in any form or manner. Purchaser must sign statement on order form.
2. Addresses are the members' preferred mailing address. Phone numbers, fax numbers and E-mail addresses are not available.
3. All orders must be in writing on the enclosed form and all sections must be completed. At least one sample of the mailing piece must be provided for approval before list(s) are forwarded. No changes may be made to the mailer after approval without permission from the Society of Cardiovascular Anesthesiologists.
4. Purchaser will be billed at the time the order is mailed or (e-mailed) and full payment is due within (15) days of order placement. Some agencies may be requested to provide advanced payment. Failure to receive payment in a timely fashion will preclude future use of any list and a collection will be instituted. Purchaser is subject to late fees in the event full payment is not received by the due date.
5. Lists to be used for surveys require approval of the survey content, by the Society's leadership and must include a letter of introduction.
6. The SCA reserves the right to refuse list rental orders.
7. Use of SCA lists in no way constitutes approval of the content of the mailing.
8. The SCA shall not be liable for any loss or damages incurred through the use of a list and does not guarantee results from the use of any list.

RATES

Per thousand members, or fraction thereof.....	\$300
Set up fee	\$800
Per name for Meeting Registration.....	\$2.00
Per thousand keycode	\$100

FOR RECRUITERS & EMPLOYMENT AGENCIES: Flat fee for one time use\$10,000

Membership data may be found on SCA's online order form.

Please See Attached Order Form



Society of
Cardiovascular
Anesthesiologists

Mailing List Order Form

TO ORDER

Fax or mail your completed order form to:
Society of Cardiovascular Anesthesiologists, Attn.: Liz
McNamara, 2209 Dickens Rd, Richmond, VA 23230-2005
Fax (804) 282-0090
For more information, call (804) 565-6301 or e-mail: Liz@
societyhq.com.

SHIPPING INFORMATION *(please print)*

Contact Name

Address

City, State, Zip

_____ Phone _____ Fax

E-mail

Date Needed

TYPE OF LIST NEEDED

- Entire Membership with residents
- Entire Membership without residents
- US only with residents US only without residents
- US & Canada only Canada only
- Meeting Registrants

LIST FORMAT

- ASCII Excel

SEQUENCE

- Zip Code Alpha (last name)

ADDITIONAL SPECIFICATIONS

The document you wish to mail must be submitted for approval and may not be altered after SCA's approval. Lists are rented only AFTER the intended mailer is approved.

BILLING INFORMATION *(please print)*

Contact Name

Address

City, State, Zip

Make checks payable to SCA **Tax ID: 72-0863580**

Payment: Check Visa M/C AMEX

Name on Card

Card #

Expiration Date

Signature

Purchase Order #

DELIVERY

- First Class Mail
- E-mail Address _____
- UPS (2-day) Delivery
Acct # _____
- UPS (next day) Delivery
Acct # _____
- FedEx (next day) Delivery
Acct # _____

AGREEMENT: The names and addresses provided by Ruggles Service Corporation are the property of the Society of Cardiovascular Anesthesiologists and are supplied for the specific mailing ordered and for no other purpose. After completion of such mailing, any unused labels, lists, or disks from such will be destroyed or erased and will not be used for any other purpose. This list is solely provided for a one-time use only.

Signature of Acceptance of Rental Terms Date

Company Name