



## APPLICATION FOR SPONSORSHIP

It is the desire of our organization to sponsor a Linmark Publishing Calendar Project in our community. We agree to put forth our sincere efforts toward conducting our campaign in a manner that will bring credit to our organization and Linmark. We understand that this application, when approved by Linmark Publishing Ltd., shall be in effect for a period not exceeding twelve (12) months. Linmark Publishing Ltd. agrees that upon satisfactory completion of our current Calendar Project, we have the privilege of retaining our Sponsorship by leaving our Sponsorship Deposit with Linmark, which automatically renews it for the following year.

Enclosed is our cheque or money order for \$50, payable to **Linmark Publishing Ltd.** When the *Application for Sponsorship* is approved, please send our *Promotion Kit* to:

Name of Organization: \_\_\_\_\_ Chairperson/Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: Res. ( ) \_\_\_\_\_ Bus. ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ Email \_\_\_\_\_

Please print our calendars in:  English  French **Calendar Start Date (month/year):** \_\_\_\_\_

**Type of calendar we wish to have:** \_\_\_\_\_ **Deadline Date (see Calendar Publishing Schedule):** \_\_\_\_\_

We understand that we obtain **exclusive sponsorship** for our community, if we have a population of 8,000 or less. **Main area to be canvassed (please be specific):** \_\_\_\_\_

**Population** \_\_\_\_\_ We wish to work in these adjoining smaller communities, but agree that our sponsorship is **not exclusive** for them:

_____ <b>Pop.</b> _____	_____ <b>Pop.</b> _____	_____ <b>Pop.</b> _____	_____ <b>Pop.</b> _____
_____ <b>Pop.</b> _____	_____ <b>Pop.</b> _____	_____ <b>Pop.</b> _____	_____ <b>Pop.</b> _____

### TERMS - No Agreement Recognized Unless Written On This Form

- Linmark Publishing Ltd. shall be the exclusive supplier and manufacturer of all calendars in connection with each campaign conducted by your group.
- 100 calendars is the minimum order we can accept and calendars must be ordered in multiples of 25.
- All orders will be shipped via prepaid parcel post.
- Calendars purchased from Linmark Publishing Ltd. must be sold exactly as received (i.e. no additions or alterations).
- A photo and 35mm negative must accompany the order before it can be considered for production.
- The Sponsorship Deposit is refundable at the time you submit your final order. It is not refundable when an order has not been produced within twelve (12) months, causing the sponsorship to automatically expire, or when cancellation is requested less than six months prior to the earliest deadline date.
- All orders and agreements contingent upon strikes, fires, delays of carriers and other causes beyond our control.
- Prices subject to change upon ninety (90) days written notice prior to deadline date.
- Sponsorship is not transferable unless authorized by Linmark Publishing Ltd.
- Cheque or money order made payable to Linmark Publishing Ltd. must accompany each order.

I HAVE READ AND APPROVED THE ABOVE CONTRACT. Quantity of calendars, advertising and listings to be designated when copy is sent to your company. The final order, together with the completed *Purchase Order* and a cheque or money order to cover manufacturing costs will be in your office on or before the deadline date specified above, unless a new deadline date is arranged by our group. I hereby certify that calendars purchased from **Linmark Publishing Ltd.** are to be resold in the form they are received.

SIGNED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### FOR OFFICE USE ONLY:

- Approved By: \_\_\_\_\_
- New Account  Renewal Account
- Transfer: \_\_\_\_\_
- Sponsor No.: \_\_\_\_\_

#### SOURCE:

- Personal Contact  Direct Mail
- Newspaper  Other \_\_\_\_\_

#### REFERRAL:

- Sponsor \_\_\_\_\_
- Individual \_\_\_\_\_

#### STATUS:

- Date Kit Sent: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by: \_\_\_\_\_
- Acknow Sent: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by: \_\_\_\_\_
- Referral Sent: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by: \_\_\_\_\_
- F.F. rec'd \$: \_\_\_\_\_
- Posted by: \_\_\_\_\_



## CALENDAR PUBLISHING SCHEDULE

*Please choose a starting month for your calendar from the schedule below.*

**If your calendar  
is to **START** with  
the month of:**



**Your completed order  
must be **RECEIVED**  
no later than:**



**To ensure your  
calendars will be **SHIPPED**  
on or before:**



February	December 1	January 15
March	January 1	February 15
April	February 1	March 15
May	March 1	April 15
June	April 1 <small>CBC TOS</small>	May 15
July	May 1	June 15
August	June 1	July 15
September	July 1	August 15
October	August 1	September 15
November	September 1	October 15
December	October 1	November 15
January	October 1	December 15

Our schedule is based upon an average two month spread between your due date and the starting calendar month. Your order will be shipped no later than 15 days prior to your calendar start date.

Your starting month and the assigned date for your order to be received has been **established by your organization**. If you find you cannot meet your **deadline date** please telephone our office toll free. We will be pleased to grant you an extension or arrange a more convenient deadline date. Please advise us of delays promptly to ensure that your contract remains in effect, and your sponsorship rights are protected. If you require further information, contact our office at:

### LINMARK PUBLISHING LTD.

[www.linmarkpublishing.ca](http://www.linmarkpublishing.ca)

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