

REUNIONS MAGAZINE, INC

929 E Townsend Street, Milwaukee WI 53212 ❖ Phone: 414-263-4567 ❖ Fax: 414-263-6331

PURCHASE ORDER - Email Marketing Services

CUSTOMER: **Purchase Order #** _____

Company name: _____

Contact person: _____

Physical address: _____

Phone: _____

Email address: _____

CLIENT NAME (If different than customer): _____

Reunions Magazine, Inc. agrees to deliver customer's newsletter/content via email to *Reunions magazine* qualified newsletter list. The list is primarily individual family, class, and military reunion planners. All email contacts expressly requested to receive email from

Date(s) of deployment:	<u>1st</u>	<u>2nd</u>	<u>3rd</u>
(5 days from receipt of content)	_____	_____	_____

Requested time of deployment (CDT): _____

Materials due 5 working days prior to deployment: _____

The newsletter/content should be submitted in html format and the subject line provided. Email to: klavin@reunionsmag.com. If you have questions, please call 414-263-4567

Subject line of eblast: _____

Cost: \$350 per eblast # eblasts _____ **Total Cost \$** _____

Payment Info:

Payment is required with submission of content.

Check payable to: Reunions Magazine, Inc., PO Box 11727, Milwaukee WI 53211

Paypal: editor@reunionsmag.com

Credit card payment: **Visa** **MC** **AMX** **Discover**

Card # _____ **Exp** _____

Company name: _____

Name on card: _____

Billing address: _____

Phone: _____

Email address: _____

Office use:

Payment received _____

Date copy received _____

Date deployed _____

Amount paid _____

Date approved _____

emailed _____