



## Email Blast Agreement

INS will distribute an exclusive blast containing just your message to current INS members with valid email addresses on file. INS will facilitate the design and layout of the email based on content materials received from the advertiser, and send to the client for their review/approval. INS will make every effort to meet the requested launch date, taking into account the number of campaigns being sent to members during that time frame, to maintain member satisfaction and positive results.

### Requirements

- Client must submit a signed copy of this agreement to INS.
- Email blasts must be scheduled at least 2 week in advance of the requested delivery date.
- Client must submit all email content using the Content Submission Form (provided by INS after agreement submission) at least 10 business days prior to the email launch date.
- INS reserves the right to review and approve the email copy and to implement any necessary modifications to the design to make it suitable for distribution.

### Contact Information

Company	Contact Name	
Address	State	Zip
Phone	Code Email	
Number of email blasts		
Requested send date(s)		

### Cost: \$2,500 for a one time send

To receive the discount, emails must be purchased in one transaction.

The first two edits are free.  
Any additional edits will be \$250/ea.

Number of Email Blasts	Rate
5 or fewer email blasts	\$2,500
6-10 email blasts	10% discount
11-19 email blasts	20% discount
20 or more email blasts	30% discount

### Payment Information

Payment must be submitted in full prior to advertisement deadline.

- Please invoice us.
- American Express    MasterCard    Visa

Cardholder's Name	Signature
Card Number	Expiration Date

Please return your completed agreement and payment to:

**Meghan Trupiano, CMP**  
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