



Booking Form — Letterbox Distribution Service

Who - Contact Details

Business Name:

Contact Person:

Business Address:

Office Phone: Mobile Phone:

Email:

Where - Distribution

Albion Park

☐ All **7,430**

OR

- ☐ Albion Park 4385
- ☐ Albion Park Rail .. 2510
- ☐ Tullimbar,
Calderwood
& Yellow Rock..... 535

Sub Total

Warrawong

☐ All **9,185**

OR

- ☐ Berkeley..... 2858
- ☐ Lake Heights..... 1300
- ☐ Cringila..... 742
- ☐ Warrawong 2000
- ☐ Port Kembla 1690
- ☐ Primbee 595

Sub Total

Dapto

☐ All **12,286**

OR

- ☐ Dapto 2100
- ☐ Koonawarra 2100
- ☐ Kanahooka..... 1800
- ☐ Horsley..... 3811
- ☐ Mt Brown..... 2050
- ☐ Haywards Bay 425

Sub Total

Shellharbour

☐ All **17,680**

OR

- ☐ Mount Warrigal ... 1300
- ☐ Flinders 2300
- ☐ Lake Illawarra 2050
- ☐ Shellcove 1900
- ☐ Shellharbour Village 700
- ☐ Barrack Heights .. 3100
- ☐ Oak Flats 2280
- ☐ Blackbutt 1100
- ☐ Warilla 2100
- ☐ Windang 850

Sub Total

Total Quantity

When — Which Month(s)?

Item Description **Size** mm x mm

☐ Supplied By me

OR

☐ Please print material for me

Price: Quantity as above x cents per item = \$ (Total amount payable)

Payment: ☐ EFT or C/C on Booking **OR** ☐ Autopay **OR** ☐ 14 day account (Preapproved)

Agreement & Signature

The information supplied above is correct & I acknowledge and agree to the information shown on Page 2 of this form.

Signed Name

Date

Important Information — Letterbox Distribution Service

Distribution occurs monthly during the first fortnight of each month to eligible residential letterboxes.

Letterboxes are excluded **IF**...

- They have a 'no advertising material' sign (or similar) or
- Are in a remote/difficult to access location, such as a gated community, rural property or if delivery is hazardous.

Quantities shown on the Booking Form (Page 1) are indicative, are subject to periodic review and may be updated without notice. Quantities indicated exclude ineligible letterboxes.

Key dates are shown on the schedule below.

Start and Finish dates are indicative and subject to adjustment without notice in the event of unforeseen circumstances.

Completion usually takes eleven (11) days from commencement in each area.

Completion within all four areas takes fourteen (14) days from commencement.

Maximum item size is A5 when folded. Surcharges apply for non-standard items such as heavy and/or awkwardly shaped documents.

Bundle size is limited to 4 small items.

Booking of distribution jobs is required four (4) business days prior to commencement of deliveries.

Payment is required at the time of booking, except for pre-approved account holders.

Receipt of material to be distributed is required—at Creative Visions premises—two (2) business days prior to commencement of deliveries.

Cancellation charge: After booking has been processed—\$50.

Items are accepted for distribution solely at the discretion of the distributor (Creative Visions Print & Design).

Full terms and conditions are available.

Price List

Quantity	Price ea
1,000 – 1,999	8c
2,000 – 3,999	7c
4,000 – 9,999	6c
10,000+	5.5c
<i>Minimum Charge \$80</i>	

Letterbox Distribution Schedule - April to Sept 2019

Warrarong & Albion Park				Dapto & Shellharbour			
Month	Deadline		Start	Deadline		Start	Month
	Booking + Payment	Material In Store		Booking + Payment	Material In Store		
March	22 Feb	24 Feb	27 Feb	25 Feb	28 Feb	2 Mar	March
April	22 Mar	24 Mar	27 Mar	25 Mar	28 Mar	30 Mar	April
May	26 Apr	28 Apr	1 May	29 Apr	2 May	4 May	May
June	24 May	26 May	29 May	27 May	30 May	1 Jun	June
July	21 Jun	23 Jun	26 Jun	24 Jun	27 Jun	29 Jun	July
August	26 Jul	28 Jul	31 Jul	29 Jul	1 Aug	3 Aug	August
September	23 Aug	25 Aug	28 Aug	26 Aug	29 Aug	31 Aug	September

- Allow extra time for printing your material, if required: 4-10 business days...please enquire