



database mail out application form

As an exclusive benefit to Corporate members of the Australian Sonographers Association, we are pleased to offer the opportunity to directly mail information to the ASA database, consisting of over 2500 members across Australia and internationally.

To be able to mail out to the ASA database, you must:

- Be a current financial Corporate member of the ASA
- Have your mail out item pre-approved by the ASA
- Utilise the ASA's preferred mail house – the cost of their services is billed directly to you. Presently we utilise the services of D&D Mailing House, E: ddmail@ddmail.com.au.

What do I need to do?

- You must complete the following application form and lodge with your item(s) for approval
- Our invoice must be paid in full before the mail out occurs. The cost per mail out is \$550 inc GST (regardless of distribution list)
- You will be required to liaise directly with the mail house regarding postage costs
- On approval, you will be advised of the number of items you will need to supply for the mail out.

The ASA reserves the right to approve or decline the mail out application.

Cancellation policy: A 50% refund of the \$550 fee will be granted if written notification of the cancellation of the mail out is received more than seven (7) days prior to proposed date of mail out.

Privacy: To comply with the Privacy Act, at no time will the ASA or our mail house release our database to a Corporate member or any other third party. The ASA and our mail house have entered into a confidentiality agreement to ensure the list is only used for approved purposes.

Application form:

Fax to 03 9585 2331 or email to members@a-s-a.com.au

Please attach a copy of the mail out item for approval. A tax invoice will be forwarded to you for payment.

Company Name: _____

Contact Name: _____ Member No: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Phone: _____ Fax: _____

Email Address: _____

Distribution: _____ Proposed date of mail out: _____

Australian members only Australian and international members Annual National Conference delegates

SIG delegates Members residing in the following states: (please circle) ACT / NSW / NT / QLD / SA / TAS / VIC / WA

Office Use:
Approved: Yes / Requires changes
Checked: _____
Invoice Ref: _____

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All prices quoted include 10% GST