



## Mailing List Request Order Form

### Company Info:

Organization \_\_\_\_\_

Contact Name/Title \_\_\_\_\_

Address 1 \_\_\_\_\_

Address 2/City/State/Country/Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Email Address \_\_\_\_\_

Date of Order \_\_\_\_\_

### Type of Lists: Rental price is \$1000/list for non-members and \$500 for members.

All lists are provided in an Excel spreadsheet format, and are *one-time use only*.

Mailing address contact information only is provided—no email addresses. The association maintains the right to deny approval based on materials to be distributed.

Please check the box below to choose the type of membership list you wish to purchase:

- All Members
- CEOs Only
- Special Request (identify specific segment requested; e.g., Directors of Sales in Northeast)

### Payment:

- Check (made payable to Destination Marketing Association International)
- Credit Card
  - Mastercard
  - Visa
  - American Express

For credit card payments:

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature \_\_\_\_\_

Order Amount: US \$ \_\_\_\_\_

Quantity of lists: \_\_\_\_\_

**TOTAL:** US \$ \_\_\_\_\_

## Destination Marketing Association International List Rental Agreement

This agreement is subject to the following conditions:

1. Renter understands and agrees that DMAI is making its list (“mailing list” refers to a list in either paper or electronic format) available to renter on a ONE-TIME ONLY basis and solely for renter’s use as stated on request form. Any other use of the mailing list is specifically prohibited unless DMAI grants permission for such use in writing and renter pays the appropriate fee for such use.
2. The mailing list renter shall use the mailing list provided by DMAI only for pre-approved promotional mailings. Renter will make no claims that the mailing is in any way endorsed by DMAI without prior written approval of DMAI. The mailing list renter agrees that the promotional piece supplied for approval with this agreement is the piece(s) that will comprise the mailing.
3. The renter shall treat DMAI’s membership list as confidential information. The renter shall not under any circumstances sell, loan, or circulate such membership lists to any third party, or use such membership lists for any purpose other than mailing the promotional material submitted with this agreement and approved by DMAI. The mailing list renter agrees that in utilizing DMAI’s membership list, he/she will not disclose, transfer, duplicate, reproduce or retain any portion of the list in any form, by photocopying, entering into a database, or otherwise duplicating by any means. Any information provided in a digital format must be deleted within two weeks after an approved use.
4. The mailing list renter agrees to reimburse DMAI for all costs which DMAI may incur in enjoining unauthorized parties from using the membership list in all cases where such unauthorized parties gained access to the membership through the renter listed below or any of the renter’s agents or employees.
5. The mailing list renter agrees DMAI will have the right to monitor use of the membership list.
6. Signature below indicates complete acceptance of the above conditions and constitutes a contract between DMAI and undersigned mailing list renter.

Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signatory’s Printed Name \_\_\_\_\_

Organization \_\_\_\_\_

**Mail or fax completed order form and SAMPLE MAILPIECE to:  
Destination Marketing Membership Department, 2025 M St. NW, Suite 500,  
Washington, DC 20036; Phone: +1.202.296.7888 Fax +1.202.296.7889**