

Contract between Local Productions (dba Athletes HI) and Advertiser

This is the procedure for advertising in Athletes HI magazine and serves at the same time as a contract between Local Productions (dba Athletes HI) and _____ (**Print Advertiser Name**). This procedure is necessary to ensure that any advertisement placed in the magazine is published in a timely and professional manner.

Printing Procedure

There are two different ways that an advertiser can place an ad in the magazine, either by producing the ad (1) themselves or (2) request that Athletes HI produce the ad.

1. The Advertiser must submit the advertisement in digital/electronic format. Photo shop (PSD) files, Illustrator, Word (DOC) or Acrobat (PDF) files are preferable. A full size ad is 7 x 9 ½, for other ad size please contact Athletes HI. If the ad needs to be converted into Adobe Acrobat (PDF) format, it will be done by Athletes HI and returned to the advertiser for final approval.
_____**Advertiser Initials**
2. The Advertiser must submit a draft of the advertisement or detailed instructions to Athletes HI. If any logos are to be printed as part of the advertisement, these should be submitted in digital/electronic format or a high resolution printed image. Athletes HI will design the advertisement and send it to the advertiser as an Adobe Acrobat file (PDF) for approval. If the advertisement is not to the advertiser's satisfaction, then it should be noted and sent back with appropriate corrections as soon as possible and prior to the corrections deadline. The advertiser should specify all the corrections that need to be made and line them up in the order they appear in the advertisement. Athletes HI will correct the advertisement and e-mail it back to the advertiser. There will be a maximum of three (3) rounds of corrections. If additional rounds of corrections are requested, a fee of \$30 an hour will be charged.
_____**Advertiser Initials**

For both points (1) and (2), the advertiser will be required to confirm satisfaction with the advertisement, either in e-mail or in writing prior to the advertisement being accepted for publication in Athletes HI magazine. Once Athletes HI has received confirmation, the Advertiser is liable for the contents, quality and any errors or omissions of the published advertisement.

_____**Advertiser Initials**

Payment

Invoices will be e-mailed out after the magazine has been published, and payment must be received 30 days after the magazine has been published. A 10% late fee will be added to the invoice amount if payment has not been received 30 days after the magazine has been published. A further late fee of 25% will be added to the original invoice amount if payment has not been received within 60 days after the magazine has been published. The Advertiser must provide Athletes HI with an active e-mail address at which they are able to receive the invoice, or request that a copy of the invoice be mailed to their mailing address. Payment is due after the magazine is published not after the invoice date. If invoices become lost in the e-mail spam filter, that is the responsibility of the advertiser to prevent that. It is the responsibility of the advertiser to contact the publisher if they anticipate any delays in payment due to accounting practices. The magazine is published December 15, February 15, April 15, June 15, August 15 and October 15. If the advertiser is late on their payments for 2 consecutive times, they may not be allowed to advertise in subsequent magazines.

_____**Advertiser Initials**

Contract

This contract shall remain in effect for an initial term of 3 years and shall be automatically renewed for an indefinite number of successive 1 year terms thereafter unless and until each party notifies the other in writing at least 2 months prior to the end of the initial or any renewal term that it does not wish this contract to be renewed on its anniversary. This contract shall be governed by and construed in accordance with the laws, other than principles of conflicts of laws, of the state of Hawaii.

Each Advertiser that places an advertisement in Athletes HI magazine must return a signed contract to the address below:

Athletes HI
C/o – Asti Tomsic
2525 Date Street #4102
Honolulu, Hawaii 96826

By signing below the advertiser agrees to the conditions and procedures stated above.

Advertiser Signature

Date

Local Productions Staff

Date