E-NEWSLETTER ADVERTISING

E-NEWSLETTER SPECIFICATIONS

SIOR Monthly E-Newsletter

SIOR Monthly is the SIOR Headquarters monthly e-newsletter that is distributed to the entire SIOR membership. Each edition includes important news and information our members care about. Readership continues to rise each edition, well above industry standard.

Target specific advertising campaigns and get frequent, consistent exposure with this widely distributed and well-read platform.

E-Newsletter Advertising Dimensions

Web Location/Type	Dimensions	Price/ 12 mos	Price/ 6 mos	Price/ 3 mos
Primary Banner (top right)	125 x 125	\$5000	\$2850	\$1575
Leaderboard (bottom)	180 x 150	\$3000	\$1950	\$1125

Submit all materials to media@sior.com. A Dropbox folder can be created for file sharing upon request.

Design Requirements

- Web File Formats: JPEG, GIF, animated GIF
- · Provide URL destination for banner ad when tapped
- New files must be received at a minimum of 7 business days before the start of the new month for replacements/new contracts

Unacceptable Applications

Animated gifs, PDF, Images embedded in Microsoft Word, Publisher, Powerpoint or any word processing program, native .psd, .ill, .ai files.

Banner Advertising Policies

- · First come, first served
- · Banners may rotate with either in-house ads or feaured ads if needed.
- Ads receive equal weighting and refresh every 10 seconds and/or every page refresh

For questions and inquiries, contact Alexis Fermanis, Director of Communications, at afermanis@sior.com or 202.449.8226.

Find a Member Banners



ADVERTISING POLICIES

Insertion Orders

Insertion orders must completed, signed, and delivered on or before the advertising space reservation deadline.

Ad Placement

- All placements are first come, first-serve. No warranty of placement position is given or implied.
- SIOR reserves the right to refuse any advertisement not in keeping with the standard of the magazine, or that does not serve the best interest of SIOR or its membership.
- If a new advertisement does not reach publisher by material deadline, publisher reserves the right to repeat previous ad.

Payment Terms

- Payment can be made by credit card, check, or via invoice payments.
- Credit Card transactions will incur an additional 3%; charge information must be included on the Insertion Order.
- Check payments must accompany the first insertion.
- Invoice payment is due within 30 days of invoice.
- Contracts must be paid in full at the beginning of the contract, unless otherwise specified. Invoices will be sent at the beginning of the contract.
- All advertising fees must be up-to-date in order for contracts to continue to be filled. Late payments may result in ads not being published.

- All costs related to advertising dollars are in U.S. dollars.
- SIOR reserves the right to collect monies due and payable for advertisements from either the advertiser's agency or the advertiser.
- Rolling contracts between/from one calendar year to the next are available.

Cancellations

All cancellations must be made in writing 15 days before the ad space insertion order deadline. SIOR must confirm this cancellation in order for the request to be successfully completed. SIOR is not responsible for fulfilling cancellation requests made after this deadline, and placement and invoice may still be due.

Copy Liability

SIOR reserves the right to refuse any advertisement not in keeping with the standard of the magazine, or that does not serve the best interest of SIOR or its membership.

Additional Fees

A design fee my be incurred for any work SIOR does on behalf of the customer. Advertiser materials delivered beyond deadline may be subject to additional charges.

Submit all materials to media@sior.com. A Dropbox folder can be created for file sharing upon request.

To submit an insertion order, secure your ad placement, and/or place an order, go to Page 11.

For questions and inquiries, contact Alexis Fermanis, Director of Communications at afermanis@sior.com or 202.449.8226.



SIOR ADVERTISING CONTRACT

Advertiser/Company Name:		Referring Member Name:			
ontact Name: Member Name(s) Associated with Ad:					
Billing Address:					
City:	State/Prov:	ZIP/PC:			
Contact Phone: Contact Email:					
Professional Report Magazine					
Frequency: 🗆 x2 🗆 x4 Issu	e to Run In: Q1 Q2 Q3 Q4	Artwork: New Rollover, Prv. Issue			
Print Premiums: ☐ Back Cover ☐ Inside Cover ☐ Inside Back					
Print Size/Layout: 🗆 Full Page 🗀 2/3 Horizontal 🗀 2/3 Vertical 🗀 1/2 Horizontal 🗀 1/2 Vertical 🗀 1/3 Horizontal 🗀 1/3 Vertical 🗀 1/4 🗀 1/6					
Digital Ad Type: □ Web Leaderboard □ Web Button □ Web Blow-In □ Mobile App Banner					
Website					
Location/Ad Type: Home Page Ban Frequency: 12 mos. 6 mos. Start Date: /—/—	□ Events	□ Locate an SIOR Digital Directory □ Premium Search Banner □ State Search Banner State/Province:			
E-Newsletter	E-Newsletter				
Location/Ad Type: □ Primary Banner □ Leaderboard (Bottom) Frequency: □ 12 mos. □ 6 mos. □ 3 mos. Start Date: —/—/—					
Print Mag. (per issue): \$		Web: \$ E-News: \$ essing Fee (credit card only):			
Total Amount Due: \$					
□ Invoice Payment □ Check Enclosed □ Visa □ Mastercard □ AM		Exp. Date: CVV #:			
Website URL for digital ad(s): □ I have read and agree to all terms and conditions.					
Signature:		Date:			

Contacts:

For sales inquiries, general questions and/or to submit contracts, send to: Alexis Fermanis, SIOR Director of Communications P: 202.449.8226 E: afermanis@sior.com F: 202.517.9160

Submit artwork (smaller than 5mb) to: media@sior.com

Rolling Contracts between/from one calendar year to the next are available.

Mailed contracts/payments must be made to: The Society of Industrial and Office Realtors® 1201 New York Ave., NW, Ste 350 Washington, DC 20005

