



**Subscription Form**

Your Name(s) \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Time Zone \_\_\_\_\_

Office Tel \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**Method of Payment**    VISA    MASTERCARD    AUTO WITHDRAWAL (Supply Void Cheque)

Cardholder Name (please print) \_\_\_\_\_

Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

MTH.                      YR.

**Referral & Repeat Direct Mail Marketing:**

**Preferred Client Update™ @ 1.18 each**  
(Includes artwork customization, printing, envelopes and postage)

\_\_\_\_\_ **Extras Shipped to Office @ 0.59 each**

\_\_\_\_\_ **Tri Fold Envelopes Shipped to Office @ 0.04 each**

**Monthly Shipping and Handling Charges @ 14.95 per active month**

**Annual Management of Preferred Client Update™ @ 249.00 per year**

(Allows for no minimum quantity or frequency. Fee will be charged on your first statement and then each year on the anniversary date of your subscription.)

**Design Options\* - please check one:**

Tri Fold Layout + Window Envelope

4 Page Layout + Standard #10 Envelope

**Contact Management, Prospecting Newsletter, Marketing Support\*\*:**

**Option A @ 34.95 per month:**

IXACT Contact® - Full Feature Version

The Informed Home Buyer/Seller™ e-Newsletter

IDEA Coaching™

New Ideas! The Referral & Repeat Marketing Report™

**Option B @ 14.95 per active month:**

The Informed Home Buyer/Seller™ e-Newsletter

IDEA Coaching™

New Ideas! The Referral & Repeat Marketing Report™

**I am interested in synchronizing IXACT Contact® with my smart phone including: Blackberry, iPhone, Google Android and Windows mobile devices as well as desktop software including Microsoft Outlook.**

\*If Design Option box is left unchecked, you will receive the Tri Fold Layout.    \*\*If Option box is left unchecked, you will receive Option A.    Applicable taxes extra.

**Annual Subscription**

I understand that my subscription to the Referral & Repeat Marketing Solution™ is continual until cancelled, and that I can cancel at any time by notifying you in writing 45 days in advance and providing production has not yet begun on my next shipment (see production schedule). I understand that the Referral & Repeat Marketing Solution™ will be published 12 months per year and that Morris Marketing Group Inc. will draw from my credit card or bank account full payment at the beginning of each month. I understand that Morris Marketing Group Inc. must receive full payment before commencing production of any materials. I understand and agree to these terms and the terms and conditions elsewhere on this form and I hereby authorize Morris Marketing Group Inc. to draw from my credit card or bank account monthly the amounts agreed upon in this contract.

SIGNATURE \_\_\_\_\_



# Preferred Client Update™ Instruction Guide



## **Database - Initial Order**

Along with your order form, please submit to Morris Marketing Group Inc. a typed copy of your database either by email or fax. Make sure that all information is complete. Your database will be entered into IXACT Contact®. Once your database has been entered, you will be emailed your password to AGENTaccess™. Within AGENTaccess™ you can access IXACT Contact® and check your database for accuracy and make any necessary changes or profile updates. All your contacts will automatically be flagged as receiving the Preferred Client Update™ mailing. Morris Marketing Group Inc. will not be responsible for any errors.

## **Database - Monthly Changes**

It is important that you keep your database up-to-date on a monthly basis. Additions, deletions and changes must be made in IXACT Contact® by the deadline or they will apply to next month's mailing (see Production Schedule). Morris Marketing Group Inc. will not be responsible for errors.

## **Copy Personalization - Initial Order**

It is extremely important that you carefully complete the copy personalization portion of the order form. Providing neat, clean and accurate information will help ensure that your order is produced quickly and accurately.

## **Copy Personalization - Monthly Changes**

This program offers you the opportunity to make copy changes on a monthly basis. If you choose to supply your own personal message, make sure you submit it by the copy deadline date. Copy must be typed and can be sent by email or fax. If new copy is not received by the monthly deadline, Morris Marketing Group Inc. will automatically write for you a strong referral message. Proofs will not be sent out prior to production unless requested each month by the copy deadline date.

## **AGENTaccess™**

Found on our website [www.morrisontheweb.com](http://www.morrisontheweb.com), AGENTaccess™ is a password protected area exclusive for clients of Morris Marketing Group Inc. It gives you access to IXACT Contact®, it allows you to view upcoming and past issues of the Preferred Client Update™, you can view proofs

and much more. A password will be sent to you by email once your account profile has been set up in AGENTaccess™.

## **IXACT Contact® Wireless Synchronization**

Please call one of our customer support specialists to activate your wireless synchronization.

## **Production Schedules**

The Referral & Repeat Marketing Solution™ follows a set Production Schedule. Each year, we will post an up-to-date copy of this schedule in AGENTaccess™.

## **Order Quantity**

If you wish to have extra Preferred Client Update™ and envelopes shipped to your office each month then indicate this on your order form. The extras will be sent to you with your statement. Each month when you add and delete names, we will make sure that you always receive the same quantity of extras.

## **Mailing Procedures**

Each month Morris Marketing Group Inc. will produce your Preferred Client Update™ which will be folded and inserted into an envelope. Your Preferred Client Update™ will be sent bulk mail as per the mailing date on the Production Schedule. It takes approximately seven working days for delivery. Morris Marketing Group Inc. will not be responsible for lost mail or delays caused by the post office.

## **Payment**

All orders will be produced on a prepaid basis. Morris Marketing Group Inc. will withdraw payment approximately 36 days before the next scheduled shipping date. The amount of your payment may vary from month to month and will reflect the total amount of your order. You will receive a statement which will detail what you purchased and what you paid.

## **Photo Specifications**

Your photo will print in colour on the Preferred Client Update™ each month. Photos can be sent by email. Please send high resolution photos, at least 3 inches wide and 300 dpi.

## Important Deadline Dates

Issue	Database Updates Copy/Artwork Changes Request for Proof Issue Cancellation	Mailing Date
JAN 2011 (No. 1)	November 29, 2010	January 5, 2011
FEB 2011 (No. 2)	December 29, 2010	February 3, 2011
MAR 2011 (No. 3)	January 28, 2011	March 3, 2011
APR 2011 (No. 4)	February 25, 2011	April 5, 2011
MAY 2011 (No. 5)	March 30, 2011	May 4, 2011
JUN 2011 (No. 6)	April 28, 2011	June 2, 2011
JUL 2011 (No. 7)	May 30, 2011	July 5, 2011
AUG 2011 (No. 8)	June 29, 2011	August 3, 2011
SEP 2011 (No. 9)	July 28, 2011	September 6, 2011
OCT 2011 (No. 10)	August 30, 2011	October 4, 2011
NOV 2011 (No. 11)	September 29, 2011	November 3, 2011
DEC 2011 (No. 12)	October 28, 2011	December 1, 2011

### Seasons Greetings/Merry Christmas Card

We also offer an optional Seasons Greetings/Merry Christmas Card which are mailed in December. You will receive a package around the end of August which will include samples of the latest designs.

(It takes approximately 7 working days from Mailing Date for delivery.)

# Terms and Conditions



**Subscriptions** Your subscription to the Referral & Repeat Marketing Solution™ will continue automatically until you cancel (see Cancellation). Your management fee will be charged each year on the anniversary date of your order. The Referral & Repeat Marketing Solution™ will be published 12 times per year (Jan, Feb, Mar, Apr, May, Jun, Jul, Aug, Sept, Oct, Nov, Dec).

**Copy Changes** Your personalized copy must be submitted in writing. If you are making changes, they must be submitted in writing and indicated as “changes” no later than the date indicated on the Production Schedule. Changes received after the monthly deadline will appear on the next month’s issue. Changes will only be received via fax or email.

**Proofs** All copy will be carefully read by our experienced proofreaders, in accordance with the personal copy section of your order form and the business cards which you submit with your order. Morris Marketing Group Inc. will not be held responsible for any errors. Proofs will be faxed and posted in AGENTaccess™ for your first issue. Future proofs must be requested by the copy deadline date via fax or email.

**Prices** Prices may change from time to time, reflecting current costs of labour, materials, postage and shipping. Price changes will be brought to your attention in advance, and will be reflected on your next month’s payment.

**Payment** All orders are produced on a prepaid basis. Your payment will be processed approximately 36 days before the next scheduled shipping date. The amount of your payment may vary from month to month and will reflect the total amount of your order.

**Copyright** All images, copy and layouts contained in the Referral & Repeat Marketing Solution™ are copyright, and may not be reproduced in any form. Copyright infringement is a serious offense and will not be tolerated. Duplication in whole or in part of any Morris Marketing Group Inc. product will result in prosecution and may cause the loss of a person’s real estate license.

**Liability** Morris Marketing Group Inc. warrants only that the work will conform to the description contained in

the subscription order form. Our maximum liability, whether by negligence, contract, or otherwise, will not exceed the return of the amount invoiced for the work in dispute. Under no circumstances will Morris Marketing Group Inc. be liable for specific, individual or consequential damages.

**Indemnification** Morris Marketing Group Inc. reserves the right to use their sole discretion in refusing to print any personalized copy they deem illegal, libelous, scandalous, improper or infringing upon copyright law. The customer agrees to indemnify and hold Morris Marketing Group Inc. harmless for any liability, damages and legal fees that may be incurred in any legal action regarding the personalized copy, whether supplied by the customer or written by Morris Marketing Group Inc.

**Delivery** All mailings will be sent by bulk mail, the first week of each month as per the mailing schedule. Morris Marketing Group Inc. will not be held responsible for delays beyond its control or lost mail caused by the post office.

**Databases** Morris Marketing Group Inc. will keep your database on file electronically in IXACT Contact® and ensures confidentiality while it is in our possession. We do not take responsibility for the accuracy of the list.

**Cancellation** You may cancel at any time by notifying Morris Marketing Group Inc. in writing 45 days in advance and providing production has not yet begun on your next shipment (see Production Schedule).

**Satisfaction Guaranty** If you are not satisfied with this program after seven weeks, you can cancel and receive a full refund on your purchase. To qualify for your refund, your cancellation must be received by Morris Marketing Group Inc. in writing no later than seven weeks after we begin production of your 1st issue of the Preferred Client Update™(see Production Schedule).

**IXACT Contact®** Upon logging in for the first time in IXACT Contact®, you will be asked to accept our website subscriber agreement.

**Privacy Policy** For our Privacy Policy visit our website: [www.morrisontheweb.com](http://www.morrisontheweb.com)

**THE Referral & Repeat**  
MARKETING SOLUTION™  
SUCCESS THROUGH CLIENT RELATIONSHIPS



**MORRIS REAL ESTATE MARKETING GROUP\***

SPECIALISTS IN REFERRAL & REPEAT MARKETING

SPECIALISTS IN COMMUNITY MARKETING

137 BENTWORTH AVE., TORONTO, ONTARIO M6A 1P6

TELEPHONE: 1-800-308-6134 FAX: 416-252-4328

EMAIL: [realestate@morrisontheweb.com](mailto:realestate@morrisontheweb.com)

WEBSITE: [www.morrisontheweb.com](http://www.morrisontheweb.com)

\*An Operating division of Morris Marketing Group Inc.