

CAI Mailing List Rental



INFORMATION

CAI offers mailing list rental services to meet your direct mailing needs. The following information will help you:

- **CAI offers mailing lists only—phone numbers or e-mail addresses are never provided**
- Mailing lists from CAI are for one-time rental use only
- The minimum order you can place is 3,000 names (you will be charged the minimum even if you accept less than 3,000 names)
- Mailing lists can be divided by chapter, state, or category
- Lists are **ONLY** available via e-mail in Excel
- The costs are:
 Minimum order: \$450 (CAI member rate)
 Minimum order: \$900 (non-member rate)
 If more than 3,000 names are requested, these additional charges apply: \$150 per 1,000 names (CAI member rate); \$300 per 1,000 names (non-member rate)

Categories include:

Community Association Volunteer Leaders; Management Companies; Community Managers; Vendors

Please call Marc Ingram at (888) 224-4321 for more information on designing a list best suited for your needs. An estimated quantity and price quote is necessary prior to submitting your order. List quantities are subject to change from actual order date. All lists include primary contact name, company name, and address only.

Not a member? Join now and receive discounts on this and other marketing opportunities. Call (888) 224-4321 for more information.

All payments are non-refundable. Please make a copy for your files. PREPAYMENT IS REQUIRED.

ORDER FORM

Please follow the directions below to initiate the order:

1. Complete the attached form
2. Enclose a copy of the item to be mailed (all items must be approved by CAI)
3. Enclose a check or credit card payment to CAI
4. Send the form, a copy of the mailing item and the payment to: CAI, Attn: Mailing List Rental, 225 Reinekers Lane, Suite 300, Alexandria, VA 22314-2875

You also have the option of faxing your order form with the sample and credit card payment to (703) 836-6907.

Once the form, payment, and sample items have been received and approved by CAI, your order will take 10 business days to process. You may contact CAI within five business days to check your order. Below is a Mailing List Rental Order Form for your use. If you have any questions, please contact Marc Ingram at (703) 797-6254 or (888) 224-4321.

| | | | |
|--|------|--|-------------------|
| COMPANY NAME | | DATE | |
| CONTACT | | TITLE | |
| MAILING ADDRESS | CITY | STATE | ZIP |
| DAYTIME PHONE | | FAX NUMBER | |
| E-MAIL | | WEBSITE ADDRESS | |
| TYPE OF COMPANY | | | |
| <input type="checkbox"/> NON CAI BUSINESS PARTNER MEMBER | | <input type="checkbox"/> CAI BUSINESS PARTNER MEMBER | |
| | | | MEMBERSHIP NUMBER |

Please check member category requested:

- Community Association Volunteer Leaders
- Community Managers
- Community Management Companies
- Business Partners

List State(s)/chapters: _____

National's List

Send list via e-mail to: _____

Payment: Total \$ _____

Check enclosed (payable to CAI) Visa MasterCard AMEX Discover

CARD NO. _____ EXP. DATE _____

BILLING ADDRESS, CITY/STATE/ZIP+4 _____

NAME ON CARD _____

SIGNATURE _____

TERMS: All names and addresses furnished by Community Associations Institute (CAI) remain the exclusive property of CAI. They are provided on a list-rental basis for **one-time usage only** and will be paid on a gross name shipped basis. No deductions will be allowed for any reason. Renter agrees that these names will not be disclosed, transferred, duplicated, reproduced, retained, resold, or reused. None of the information received will be copied or transferred to another file or media. If these names are not mailed within thirty (30) days of the mail date on our order, and no extension has been mutually agreed upon, CAI has the right to revoke permission to use the names. CAI does not rent the community association volunteer leader member list to management companies to protect the community association/management company relationship.

Note: CAI must receive a copy of your mailing materials for approval along with this contract. CAI retains the right to deny use of our mailing lists for any reason.

Terms accepted by: _____

PRICE:

Members:
\$150 per thousand names

Non-members:
\$300 per thousand names

Minimum order: \$450 members; \$900 non-members.
(Covers up to 3,000 names.)