



Advertising Booking Confirmation Form

Office of Marketing and Communications

ADVERTISING OFFICE
Tina Hannan

Enquiries / Bookings / Artwork to:

UQ Advertising Office
The University of Queensland
UQ Gatton campus, Gatton Qld 4343
Telephone (07) 5460 1739
Facsimile (07) 5460 1523
Email advertising@uq.edu.au
Web www.uq.edu.au/advertising

ABN 63 942 912 684

**TO CONFIRM YOUR BOOKING IN *UQ NEWS* OR *UQ CONTACT* PLEASE FILL OUT THIS FORM
AND EITHER SCAN + EMAIL TO advertising@uq.edu.au or FAX TO (07) 5460 1523**

Advertisement details

Advertisement Title/Caption: _____

For publication in: **UQ News** or **UQ Contact**

Issue number/s _____ Publication date/s: _____

Advertisement size: _____ Cost (incl. GST): *\$ _____

**Note that rates quoted on the "external" UQ Rate Card do not include agency commission but are inclusive of GST.*

Special Instructions / Preferred Position (*additional positional loadings apply*): _____

Artwork to be sent by: Email or Post – from: _____

Contact details:

Contact Name: _____

Company Name: _____ ABN: _____

Postal address: _____

Phone: _____ Email: _____

Invoice details (if different from contact details above):

Contact Name: _____

Company Name: _____ ABN: _____

Postal address: _____

Phone: _____ Fax: _____

Booking authorised by: _____

(name)

(signature)

(date)

Terms and Conditions:

Advertisers and agencies that lodge or authorise the placement of advertising material in *UQ News* or *UQ Contact* undertake to ensure that all such material does not infringe copyright, trade mark, breach of confidence defamation, libel, slander or title, does not contain anything indecent or obscene, does not infringe the Trade Practices Act or other laws, regulations or statutes. Advertisers and agents agree to indemnify the publisher or its agents against any claims, demands, and damages, cost penalties or judgements arising from publication of the material.

The advertiser shall pay The University of Queensland the advertising fee upon invoice from The University of Queensland unless otherwise agreed; the payment of the advertising fee is non-refundable.

Should the advertiser require The University of Queensland to alter supplied material, The University of Queensland shall be entitled to charge additional fees. In exchange for the payment of the advertising fee, The University of Queensland shall publish the advertisement in *UQ News* or *UQ Contact* as detailed on this Booking Confirmation Form.

Should The University of Queensland be unable to publish the advertisement for any reason whatsoever, The University of Queensland shall be entitled to refund the advertisement fee to the advertiser whereupon the advertiser shall have no further claim against The University of Queensland.

Cancellations must be made in writing prior to the booking deadline.