



LIFE MAGAZINES

MONTHLY A5 LOCAL LIFESTYLE MAGAZINES

TERMS AND CONDITIONS

DEFINITIONS

"The Business" shall be defined as Life Magazines, based at Southwell Business Centre, Crew Lane, Southwell, Nottinghamshire, NG25 0HQ and shall include any other related trading styles.

"The Client" shall be defined as the person or company with whom goods and services are to be supplied.

"Goods and/or services" shall be known to be any item which the Business supplies to any of its Clients for which it is agreed that charges may or may not be applicable. Without limitation, advertising space, graphic design services and leaflet distribution are included in this definition.

COPY DEADLINE/FORMAT

The copy deadline for all advertisements and editorial features is as stated in the copy deadlines published in the magazines each month and on the website – it is usually around 12th of the month preceding the month of publication. It cannot be guaranteed that copy received after this date will be included in the requested publication(s), although everything will be done to accommodate late requests.

All adverts and editorial will be proofed to The Client prior to publication. It is The Client's responsibility to ensure that any copy proofed and signed off is accurate, legal and copyright free. The Business takes no responsibility for loss or damage resulting in an advert being incorrect, having been proofed and signed off by The Client.

Copy can be supplied in any of the following formats: Microsoft software, JPEG, press ready PDF (300dpi or above).

The Business reserves the right to refuse advertisements which may be defamatory or offensive or which promote products that may be considered indecent or illegal.

The Business makes no guarantee that advertising will be successful. For the best chance of success, the business recommends that advertising is booked for three or more issues. It is a proven theory that repetition brings familiarity.

COPYRIGHT

The copyright of adverts designed by The Business on The Client's behalf is owned solely by The Business. If The Client wishes to use adverts designed by The Business in another publication The Client will be required to ask the permission of The Business, which will be given in writing and a release fee may be charged. The Business reserves the right to charge a fee of not more than £100 where permission is not obtained to use the advert in other publications.

There is no advert design fee for Clients who book a quarter page or above for a minimum of three months either in one or all publications. For Clients requesting just one month's advertising and

use of the advert design service, a fee may apply as follows: quarter page or half page: £30 and full page £50.

INVOICES AND PAYMENT

All invoices raised by The Business shall become due for payment by the date shown on the invoice, unless consent is expressly given in writing to The Client for an extension of this period, or terms of any account facility between The Business and The Client expressly states.

A run of advertising over a number of months will be invoiced monthly and payment will be due by the 14th of each month for the preceding month's publication(s).

Invoices which are overdue for a period in excess of 14 (fourteen) days from the invoice due date for any services will be subject to credit control procedures which may or may not include the filing of a County Court Order. Subsequent County Court Judgements and Warrants may or may not be issued. Furthermore, at The Business's sole discretion, a Statutory Demand under Section 123 (1) (a) or 222 (1) (a) of the Insolvency Act 1986 may be issued for non-payment of Goods and/or Services delivered. If this remedy does not satisfactorily resolve any non-payment, then a "Winding Up Order" may be issued in accordance with the relevant Acts of Parliament such as the Insolvency Act 1986, the Insolvency Rules 1986, Council Regulations (EC) No. 1346/2000 ('the EC Regulation') and the Companies Act 1985.

The Business reserves the right to charge The Client for any external credit control services used in relation to recovery of The Client's outstanding debt and The Business also reserves the right to charge compound interest on any debts older than 14 days from the due date on the invoice.

CANCELLATION

Advertising space should be cancelled by the copy deadline of the month preceding publication. Late cancellation may result in full payment being levied on The Client.

LAW

These Terms and Conditions are formed under the laws of England and Wales and any legal claim shall be made in a court via the legal system of England and Wales.

CHANGES TO TERMS

The Business, at all times, reserves the right to change the Terms and Conditions set out herein this document without prior written notice to any of its Clients and any subsequent changes will become applicable immediately. No claims will be entered into which may not have been applicable in previous revisions of this document which are subsequently made provision for. Any claims by any client will only be acceptable on grounds outside the current revision of this document. The Business will, at all times, where reasonably possible, make available for viewing its Terms and Conditions through its website.