



Bethesda List Center, Inc.
4300 Montgomery Ave., Ste. 207
Bethesda, MD 20814-4463
Phone 301.986.1455 Fax 301.907.4870
eMail: info@bethesda-list.com
Web: www.bethesda-list.com

Washington Lobbyists from Columbia Books ORDER FORM

Please complete the order form below and fax the first 3 pages **along with a copy of your mail-piece** to 301-907-4870. If pre-payment is required you will receive and invoice via fax within 1 business day.

Please print clearly.

Date: _____

P.O.#: _____

Billing Information: (If pre-payment is required you will receive and invoice promptly)

Name: _____
Company: _____
Street _____
City _____ State _____ ZIP _____
Phone #: _____ Fax _____
EMAIL _____

Mail Date: _____

QUANTITY OF NAMES: _____ Please note there is a minimum order on this list, if you have any questions, please refer to the datacard or contact your customer care representative

Geography Selection

Total US

State/Zip-code/SCF Code: (if there are more than 20 zip or SCF codes, please send electronically to email address below)

OUTPUT FORMAT 3.5 DISKETTE (S/H charges will apply) EMAIL _____
Please *Clearly print* e-mail address here

Mailing List Selections:

FORMAT: Direct Mail Only Telephone Only Fax Only
GENDER: Female Male
LDA True False
FARA: True False
ROLE: Employee In-house Lobbyist PAC Contact Consultant Lobbyist
ORGANIZATION TYPE: Client Firm Government Section 527 Entity
 PAC Think Tank



BUSINESS DESCRIPTION:

	Legislative	Industry
Accounting		
Advertising and Marketing		
Aerospace/Aviation		
Aging		
Agriculture/Agronomy		
Airlines		
Alcohol and Drug Abuse		
Animals		
Apparel/Clothing Industry/Textiles		
Architecture and Design		
Arts/Entertainment/ Art Museums		
Automotive Industry		
Aviation/Aircraft/Airline		
Banking/Finance/Investments		
Bankruptcy		
Budget/Appropriations		
Charities and Foundations		
Chemicals/Chemical Industry		
Children and Youth		
Civil Rights/Civil Liberty		
Clean Air & Water		
Coalitions		
Commodities		
Communications/Broadcasting/Radio/TV		
Computer/Technology/Industry		
Construction/Construction Materials		
Constitution		
Consumer Issues, Rights and Protection		
Cooperatives		
Copyrights, Patents and Trademarks		
Dairy Industry		
Defense		
Disabled		
Disaster Planning/Emergency		
District Of Columbia		
Economics and Economic Development		
Education		
Electronics		
Employees and Employment		
Energy/Electricity		
Energy/Nuclear		
Engineering/Mathematics		
Environment and Conservation/Superfund		
Family & Home Issues/Abortion/Adoption		
Financial Institutions		
Firearms/Guns/Ammunition/Control		
Fire/Disaster		
Fishing Industry		
Food and Beverage Industry		
Foreign Relations		
Forestry		
Fuel/Gas/Oil		
Furniture/Household		
Gaming/Gambling/Casino		
Gay/Lesbian/Bisexual/Transgender		
Glass		
Government-Related/Government Issues		
Governments (Local, State, Foreign)		
Health Issues		
Heating and Air Conditioning		
History/Historic Preservation		
Homeland Security		

	Legislative	Industry
Horticulture and Landscaping		
Housing		
Immigration		
Indian/Native American Affairs		
Insurance/Insurance Industry		
Labor Issues/Antitrust/Unions		
Law Enforcement/Crime/Security		
Law/Law Firms		
Libraries		
Machinery/Equipment		
Management		
Manufacturing		
Marine/Maritime/Boating		
Media (Info/Journalism/Publish/Radio-TV)		
Medical/Disease Research		
Medicine/Health Care/Mental Health		
Medicare/Medicaid		
Metals		
Military/Veterans		
Mining Industry		
Minorities		
Minting/Money/Gold Standard		
Museums		
Natural Resources		
Nutrition		
Paper and Wood Products Industry		
Performing Arts/Music		
Personal Care/Hygiene		
Petroleum Industry		
Pharmacy/Pharmaceutical Industry		
Plastics Industry		
Politics/Political Science		
Pollution and Waste		
Ports and Waterways		
Postal and Mail Services		
Printing Industry		
Public Affairs And Public Relations		
Railroads		
Real Estate/Land Use		
Religion		
Retail/Wholesale		
Retirement		
Roads/Highway		
Rubber Industry		
Science/Scientific Research		
Science/Technology		
Small Business		
Social Service/Urban Affairs		
Sports/Athletics/Leisure/Entertainment		
Taxation/Internal Revenue		
Telecommunications/Internet/Cable		
Tobacco Industry		
Torts		
Trade (Foreign and Domestic)		
Transportation		
Travel/Tourism/Lodging		
Trucking Industry/Shipping		
Unemployment		
Urban Development/Municipal		
Utilities		
Veterans		
Waste (Hazardous/Solid/Nuclear)		



SPECIAL INSTRUCTIONS:**Payment Information:** VISA MASTERCARD

Number: _____

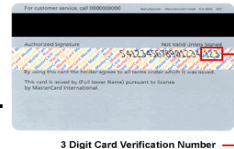
Exp Date: _____

Name: _____

Signature: _____

CVN#: _____

CVN#...



3 Digit Card Verification Number

Your credit card will not be charged until we receive final approval from you on the quantity and cost.

TERMS & Conditions: 1. We believe the information in this list is accurate but we cannot guarantee its accuracy or the outcome of a mailing. 2. Stated prices are for one-time usage only. 3. Net name arrangements are available on large orders for many lists. 4. Commissions are paid to recognized brokers and advertising agencies at standard industry rates. 5. Names will be shipped only to a bonded mailhouse or service bureau. 6. Purchase orders are required. 7. Payment in full is required within 30 days of an invoice. Bethesda List Center, Inc has the right to ask for prepayment on any order. 8. Cancellations must be in writing and accompanied by the returned names and are subject to running charges. Orders canceled after mail date will be billed at full price. 9. We are not liable for any damages or loss sustained through use of this list, nor for any special or consequential damages, and in no event shall our liability exceed the price of the list.

I understand and agree to the terms and conditions above. *(Orders will not be processed without valid signature)*

Name: _____

Signature _____

Date: _____

Thank you for your order. We will be in contact with you as soon as possible with a final quantity and cost of your list order. All orders generally ship within 3-5 business days of receipt. Please contact the customer care representative listed below if you have any questions.





Single Use List Rental Agreement

Between _____ (hereinafter called the Buyer) and Columbia Books Inc. of Washington, DC (hereinafter called the Seller) for the rental of one (1) copy of the Seller's list of: _____
Count: _____ . Media: _____ Email: _____

The Buyer recognizes that all names and addresses (the "List") furnished by the Seller are very valuable assets of the Seller and at all times remain the exclusive property of the Seller and are protected under copyright and as a Trade Secret. The Buyer agrees to use the List for its own internal purposes only, and not to rent, sell, give to or copy it for any other individual, company, or corporation for any purpose whatever. If the Buyer is sold, merged, or files for bankruptcy, all rights in these lists flowing from this AGREEMENT revert to the Seller.

The List made available to the Buyer under this AGREEMENT is for one (1) time use only. The Buyer recognizes that unauthorized use or conveyance of the List, including, without limitation, making the List available to a competitor of the Seller, infringes on the Seller's copyrights and can cause irreparable damage to the Seller. The source of the list is to be held in strict confidence and no announcement or identification of Columbia Books, Inc. or its publications is to be made.

The Buyer agrees that the List will not be used to enhance or add information to another file or database. All mailings will be conducted in accordance with applicable laws and accepted industry practices. The records that have been placed by the seller to help detect unauthorized usage will not be altered, eliminated or otherwise made ineffective by us or our agents, vendors, or other service providers.

Immediately after the limited licensed use, the Buyer will cause the list to be completely destroyed and purged from all mediums, including electronic storage, disk, tape, and printed documents.

The price for one (1) time use of this list shall be \$_____.

The Buyer may convert this Agreement to one (1) year, multiple use for an additional payment of \$_____.
The term of the one year rental agreement shall extend from the date of the original rental in this agreement.

List User (Buyer):
Name: _____
Company: _____
Signature: _____
Date: _____

List Owner (Seller):
Name: **Sara Friedman**
Company: **Columbia Books, Inc.**
Signature: _____
Date: _____

List Manager:
Bethesda List Center, Inc.
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Bethesda, MD 20814-4463
Phone 301.986.1455 Fax 301.907.4870
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(You do not need to return this page to BLC. It is for reference only)

Pricing Guidelines

The cost of your order is calculated by computing and adding together:

- Base rental price
- Selection charges
- Materials charges
- Shipping charges

These are explained below.

Base price rental for all the mailing label records is \$175 per thousand (17.5 cents each). The minimum base charge is \$350, regardless of the number of records selected. The "breakeven" number is 2,000 records; that is, orders totaling 2,000 and up are at a marginal base cost of 17.5 cents for each record.

Selection charges start at \$10 per thousand records (one cent each). These charges are applied only to the actual records chosen, even if your base selection is 2,334 or less. A separate charge is made for each selection (role, geography, gender).

Format/Delivery Charges

Diskette	\$35 + shipping no matter how many records shipped.
Email	\$35 no matter how many records shipped.

Shipping charges

Diskette shipments vary depending on the method and speed of delivery. You will be asked to decide on the shipping method

The final price for your order will be calculated and transmitted to you after all information is obtained and before you authorize us to ship your order.

