



Membership List Rental Agreement

Please return this order form, along with a sample mailing piece and rental agreement, to

NCTE c/o The Townsend Group
2025 M Street NW, Suite 800
Washington, DC 20036
Tel: (202) 367-1231 / Fax: (202) 367-2173
ebarrett@townsend-group.com

LIST INFORMATION

List Name: _____

Date Needed: _____

Mail Date: _____

P.O. Number: _____

Complete list Random select State select

Special instructions: _____

BILL TO

Company Name: _____

Attention: _____

Address: _____

City/State/Zip: _____

Email: _____

Phone: _____

Fax: _____

SHIP TO

Company Name: _____

Address: _____

City/State/Zip: _____

Email: _____

SHIPPING FORMAT

- Email in ASCII (comma delimited format)
- Email in Excel format

FEES (Minimum 1,000 names)

- Nonconvention mailing list: \$145/M
- Convention mailing list: \$155/M
- Pre- and postconvention email lists: \$300/M
- \$50 processing/delivery fee not included
- Rush order \$50
- Key \$5/M | State Select \$20/M

TERMS AND CONDITIONS

Must be signed and returned with order and sample.

1. Renter understands and agrees that the National Council of Teachers of English (NCTE) is making its membership lists available to the renter on a ONE-TIME-USE basis and solely for the renter's use as stated on the rental order form. Any use of the membership lists for any other purpose is prohibited unless NCTE grants permission for such use in writing and the renter pays the appropriate fee for such use.
2. Renter shall not distribute the membership list or any part thereof (except for the purpose stated), and shall not copy, photocopy, reproduce, enter into a computer database, or otherwise duplicate in any format any part of the list.
3. Renter shall not cause or permit the membership list to be copied, reproduced, photocopied, entered into a computer database, or otherwise duplicated in any format, in whole or in part.
4. Rental of NCTE membership lists is for direct mail or research purposes only. Telemarketing to the persons on this list is prohibited unless approved in writing by NCTE.
5. Renter shall make no claims their mailing is in any way endorsed by NCTE. Renter shall not use NCTE's name within the mail piece without prior written approval from NCTE.
6. Renter agrees to provide a sample mailing piece to NCTE when submitting the Membership List Rental Order Form.
7. NCTE reserves the right to refuse any order.
8. NCTE believes the data contained within its membership lists to be correct but cannot guarantee accuracy or outcome of any mailing. In no event will NCTE's liability exceed the cost of the list.
9. Renter understands and agrees that NCTE's membership lists are valuable proprietary information, and a renter's breach of the provisions of this rental agreement would cause financial damage to NCTE. Accordingly, the renter agrees to pay NCTE a sum equal to three times the invoiced rental fee as damages for each and every breach of this rental agreement.

Renter hereby agrees to and accepts the terms and conditions of the rental as stated.

List Renter: _____

Title: _____ Date: _____

Signature: _____