



# The Builders Newsletter

Staying in touch is hard work.  
For \$195 per month, let us do it for you.

Turnkey. Requires no time or attention.	Stay focused on your business. No distractions!
Professional content	Articles written by industry expert and award winning author.
Unique/Professional design. Modeled after your company's logo, photos, look and feel.	Extend and empower your brand-Differentiate your company.
Automatic consistent delivery: on time every time.	Build trust, create relationships, and stay 'top of mind'.
Articles are fully editable	Stand squarely behind every word
Add links from newsletter to your website	Increase web traffic
When time allows, create your own optional sidebar.	Bring your own local look and feel to your newsletter
Upload your own photos from your computer to your newsletter	Add local touch to your newsletter easily and automatically.
Your own password-protected Newsletter web page	As easy as using Word. Edit, add hyperlinks and upload photos from one user-friendly location.
Each edition professionally designed and laid out	Insures crisp, professional image
Turnkey systems and ongoing education to increase enrollment and improve your newsletter	We provide you everything you need to get your newsletter up and running, simply and easily.



# Subscription Agreement



Company: \_\_\_\_\_ Date: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State / Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Client Name \_\_\_\_\_ Email \_\_\_\_\_

In-house support contact(s) \_\_\_\_\_

Support contact(s) email \_\_\_\_\_

Universal Business Design (UBD) will provide the Subscriber with the following services:

- i. UBD will send, via e-mail, a custom designed newsletter to each individual on the Subscriber's subscription list one time per month.
- ii. UBD will manage the newsletter as follows:
  - a. Add new prospects provided by the Builder/Subscriber and manage the recipient database.
  - b. Coordinate and create the graphic design of the newsletter template so that it has the look and feel of an original publication created by the Subscriber.
  - c. Design and format the newsletter as a full color HTML email with photo(s), company name, logo, signature and other contact information as desired by Subscriber. The design will coordinate the graphic look and feel of the Subscriber's web site or other branding materials.
  - d. Provide original articles written by industry professionals as content for the newsletter
  - e. Distribute the newsletters via email on behalf of the Subscriber one-time per month.
  - f. Provide a space in each edition of the newsletter for the Subscriber to add his or her own unique message.
  - g. Provide subscriber with access to The Builder's Newsletter 'backdoor' web page where content can be changed as desired by the subscriber.

- iii. **Subscriber agrees not to reproduce, archive, reuse, or republish the articles contained in the newsletter in any form, or to make the content available to the general public, either in electronic or hard-copy format. UBD retains full copyright to the articles in the newsletter, and promises that all content for the newsletter is original and has been written exclusively for the newsletter.**
- iv. **UBD promises to never use any of the names on the subscriber's mailing list for any purpose other than adding those names to the subscriber's database.**

This includes contact via email, phone, mail or any other way to contact subscriber's database list. In addition, UBD agrees to never sell, rent or give away the list or any part of the list to any third party. UBD understands and honors the fiduciary relationship concerning subscriber email addresses. UBD manages the Subscribers list as a service and convenience. In addition this allows UBD to help insure that Subscribers do not use the newsletter to send out 'blanket spam'.

**Cost:** The cost of the Newsletter is \$195 per month. Universal Business Design will absorb the initial design and start-up costs as part of the ongoing, monthly fees.

Charges will begin upon the receipt of this agreement. Payments received mid-month will be prorated.

Regular monthly payments will be drawn on the 1<sup>st</sup> day of each month.

Subscriber fees are paid via credit card.

**Cancellations:** The Subscriber or UBD may cancel this agreement at any time by providing the other party written notice. Email is acceptable.

Client's Signature \_\_\_\_\_ Date \_\_\_\_\_

For Universal Business Design \_\_\_\_\_ Date \_\_\_\_\_

Fax signed agreement to 206-725-2263

or email to [dennis@dennisduroff.com](mailto:dennis@dennisduroff.com)

We will contact you within 48 hours to initiate the design process.



# CREDIT CARD CHARGE AUTHORIZATION



Name: \_\_\_\_\_ Date \_\_\_\_\_

Company Name: \_\_\_\_\_

Cardholder Name (As it appears on the card): \_\_\_\_\_

Cardholder Billing Address \_\_\_\_\_

City \_\_\_\_\_ State/Zip \_\_\_\_\_

AMEX

VISA

MASTERCARD

Card Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

### CHARGES:

- I authorize monthly fees of \$195 to be charged to this account by Universal Business Design for The Builders Newsletter, beginning on the 1st day of each month. If this agreement is initiated mid-month, the 1<sup>st</sup> months payment will be prorated.

Program start date : Effective immediately upon receipt of subscription agreement.

This authorization will remain in effect until canceled by the cardholder in writing.

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Please sign and Fax to UBD at 206-725-2263 or email this to: [dennis@dennisduroff.com](mailto:dennis@dennisduroff.com)

**Note:** Charges will appear on your credit card under the merchant account name, "Universal Business Design"