
Email or fax completed form to hello@LENSQuarterly.com or (478) 368-5356.

Twenty-Two Five Media LLC, a Georgia limited liability company (the “**Company**”), distributes LENS Quarterly (“**LENS**”). Company and person requesting subscriptions through this order form as set forth on the signature page hereto (“**Client**”) agree as follows:

Customer Information:

First Name: _____	Last Name: _____
Company Name: _____	Company URL: _____
Office Phone: _____	Mobile Phone: _____
Mailing Address: _____	
Email Address: _____	

1. Company Services: The Company shall create and publish a publication with the custom cover gate graphics of Client provided by Client pursuant to Section 2 below. The Company shall place such publications in the U. S. Mail for delivery to the third parties with appropriate postage and properly addressed with the names and addresses set forth on the list also provided by Client pursuant to 2 below. Company shall be solely responsible for producing, publishing, and distributing LENS products. Company shall have full and complete discretion as to content and style of LENS products. The Company does not guarantee proper and prompt delivery by the U.S. Mail; it just guarantees that the publications shall be delivered to the U. S. Mail with appropriate postage and addressed as directed by Client.

2. Client Deliverables: Client shall provide to Company through the Companies Web-based User Interface on www.LENSQuarterly.com to provide custom graphics for LENS products. In the event that Client does not provide custom graphics for LENS products by the next publication deadline, Company shall use Customer supplied graphics from the previous distributed issue. Client is responsible for all spelling, graphics, and design of final LENS products. Client is responsible for accessing the account through the LENS web-application to review content and copy, written by Company, Client, or otherwise, to ensure the copy and/or content is acceptable to Client. Client always has the right to change copy prior to the printing of Client’s LENS products as long as Client does so prior to the publication deadlines set by Company.

3. Customer Lists: Client shall provide customer lists for distribution of LENS products. Client shall be solely responsible for correctness of any information provided on the customer list. Client shall have the ability to review the customer list and make edits to it by logging into their account at www.LENSQuarterly.com. Company understands provided list is proprietary information to Client and will treat it as such. Company will not rent, lease, sell, or use the provided list for anything other than producing LENS products and services on behalf of Client. The accuracy of each mailing list is the responsibility of the Client.

4. Mail-List Policy: Company offers to Client an exclusive mail-list policy for the LENS products. Company allows only one Client to mail into any given address. If Client submits an address that is currently being mailed to by another Client, Company will advise Client and ask for a replacement address.

5. Term: The term of the Agreement shall be for one year (4 consecutive quarterly issues) commencing with the receipt by the Company of this signed contract and the first mailed issue, whichever is later. Cancellations may be made during the contract year upon payment of a \$1,000 cancellation fee. This agreement shall be automatically renewed for an additional 4-issue term unless cancellation is requested in the customer account on www.LENSQuarterly.com. All cancellation requests must be received 30 days prior to the upcoming deadline date set by Company for the final publication. If cancellation request is not received 30 days prior to the deadline date, Client will be responsible for payment and content of the final publication(s).

6. Payment: The publication fee shall be paid either in full at the time of subscription request and submission of this contract fully executed, or paid in installments. Client is responsible for all payments upon signing agreement or requesting subscriptions through www.LENSQuarterly.com. Set-up fees are non-refundable. In addition, there will be a \$50 late fee added to any account when credit card or ACH payment is not completed on time.

7. Limitation of Liability: Company shall have no liability to Client for the content or style of LENS. In no event shall Company be liable to Client for consequential damages or for any loss of profit suffered by Client in the event that Company is not able to publish and distribute LENS and, further, that the amount of damages recoverable by Client against Company shall not exceed the amount of compensation that Client has paid to Company during the term of contract in which the alleged breach of contract has occurred. Client agrees to indemnify and defend Company against any claims made by third parties against Company arising out of the Client Deliverables.

8. Non-Exclusivity: The parties hereto agree that nothing contained in this Agreement shall be construed as creating an exclusive relationship between the parties. Client specifically understands and agrees that Company shall be providing Company services to other professionals in the real estate, mortgage lending, and other professional fields. Nothing in this Agreement shall limit or prevent Client from engaging in any other form of marketing.

9. Terms & Conditions; Integration: By signing below the Client agrees to the Company's Terms & Conditions set forth at LENSQuarterly.com/terms (the T&C's) This Agreement, together with the T&C's contain the entire Agreement between the parties with respect to the subject matter herein and supersedes all prior understanding, representations, and discussions. All amendments or changes to this Agreement must be in writing signed by both Company and Client.

Each of Client and Company hereby agree to the terms of this Publishing Agreement.

**Twenty-Two Five Media LLC
d/b/a LENS Quarterly**

Client

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____