MYCITYMAGAZINE

HEADQUARTERS: 10115 W. Twain Ave., Suite 110 • Las Vegas, NV 89147

YOUR CITY(S): _____

FULL PAGE / PROPOSAL / RESERVATION:

BUSINESS NAME: _____ TODAY'S DATE: _____

CONTACT NAME(S)/TITLE(S): _____ BIRTHDAY:MONTH_____ /DAY_____

ADDRESS: _____ CITY: _____ ST: _____ ZIP: _____

OFFICE PHONE: _____ CELL PHONE(S): _____

EMAIL(S): _____ WEBSITE: _____

BUSINESS LICENSE NAME: _____ ISSUED BY: _____ NUMBER: _____

ADVERTISING REP: _____ CATEGORY: _____ SOURCE: _____

IF RESERVING A COVER, WHO WILL BE FEATURED ON THE COVER?: _____

FEATURE TO BE: ☐ AD ☐ EDITORIAL ☐ TBD IF ARTICLE: ☐ MC WRITER ☐ CLIENT PROVIDED ☐ TBD

FULL PAGE RATES AND TERMS:

REGULAR RATE COPPER MEMBERSHIP	GOOD RATE BRONZE MEMBERSHIP	BETTER RATE SILVER MEMBERSHIP	BEST RATE! *(includes One Free Cover)* GOLD MEMBERSHIP
☐ $5,000 each issue	☐ $3,600 each issue	☐ $2,400 each issue	☐ $1,800 each issue
1 ISSUE ONLY	2 ISSUES PLUS	4 ISSUES PLUS	8 ISSUES PLUS

GET A CUSTOM COVER TOO! ☐ Front Cover $10,000 (500 Copies / $20 each)

☐ **ONE-TIME ADMIN SET UP FEE: $100** ☐ **ONE-TIME ART FEE $300** *(And you keep the art)*

NOTES, BONUS, AND BENEFITS: _____

_____

_____ TOTAL SAVINGS: _____

INCLUDES ADDENDUM: ☐ YES ☐ NO

ARTWORK: ARTWORK DESIGNED BY: ☐ CLIENT ☐ MC ☐ TBD ☐ CHANGE ART QUARTERLY ☐ KEEP ART CONSISTENT

COVER PHOTO SHOOT ☐ YES ☐ NO ☐ NEED PHOTOGRAPHER RECOMMENDATIONS ☐ CLIENT HAS OWN PHOTOGRAPHER

MyCityMagazine photographers are independent contractors and rates start at $200.00. Clients choice available online at MyCityMagazine.com/photographers

FIRST ISSUE: TOTAL AND TERMS: $ _____

FIRST ISSUE: (NUMBER): _____ (SEE PRODUCTION SCHEDULE) DUE DATE: _____

FINANCIAL NOTES: _____

MEMBERSHIP PLAN: ☐ Copper ☐ Bronze ☐ Silver ☐ Gold MONTHLY PAYMENT AMOUNT $ _____

START FIRST MONTHLY CHARGE (Always on the first of the month): _____ (all mulitple issues renew after term matures)

CREDIT CARD #: _____ EXP: _____ V-CODE: _____

PRINTED NAME ON CARD: _____ BILLING ZIP: _____

NOW HERE'S THE FINE PRINT: All Cover Clients print a minimum of 500 Cover Copies to be distributed in racks and mailings throughout the city. MyCity Magazine prints multiple client custom covers in each market, front and back, each issue. **AUTO RENEW:** All Membership and Advertising Plans Advertising are agreements, printing multiple issues, at wholesale rates. All Advertising and Membership Plans automatically renew month to month, at end of the base term agreed to above, to which thereafter, can be canceled anytime online at mycitymagazine.com/cancel. **AGREEMENT:** By their signature below, the client hereby agrees to this agreement and client agrees to the charges and to participate in the MyCity Magazine and website program, with options as noted above. **NO REFUNDS**: There are No Refunds with this agreement. **EARLY CANCELLATION**: Client understands that the term of this contract is noted above, and early cancellation shall bear a $1,000 cancellation fee and shall void any and all discounts that were included with this contract. If a Free Cover was included, and the client cancels early, the Cover shall be billable at the retail rate of $10,000.00, All cancellation requests must be submitted online at: MyCityMagazine.com/Cancel. **NO PAUSING**: No Pausing the Term. There is "No Pausing" of this Agreement, all marketing plans must be ran concurrent without pausing, to fulfill this Agreement. The Term and Services provided hereunder may not be frozen, paused, suspended, made ineffective, or otherwise held back at the Client's discretion ("Pause"). **NO CHARGEBACKS:** Client shall not at any time initiate a request that payments made by electronic, debit, or credit card be returned to the Client from any issuing bank, commonly known as a "chargeback". Client acknowledges that they are responsible for all contracted and scheduled payments. **CREDIT BUREAUS**: All delinquent accounts will be reported to three major credit bureaus: Equifax, TransUnion, and Experian. **ATTORNEY FEES:** In the event collection efforts are required to obtain payment on this Account, to the extent permitted by law, client agrees to pay all legal fees including court costs, private process server fees, investigation fees or other costs incurred in collection and reasonable attorneys' fees incurred in the course of collecting any amounts owed under this Agreement. **RUN SUCCEEDING:** All magazine ads to run succeeding each quarterly fulfillment of payment and supplied art. **NO VERBAL AGREEMENTS:** Client agrees that their sales rep made **NO VERBAL AGREEMENTS** and understands that no verbal agreements will be accepted by Publisher, all terms must be in writing. **PAY BEFORE PRINT:** All payments must be fulfilled prior to production deadline, otherwise the client's ad will get reallocated to subsequent issue per company policy and at the publisher's discretion. **PHOTOGRAPHY:** Client hereby assumes full responsibility for all client supplied photography. **PUBLISHER APPROVAL:** Publisher reserves the right to approve client's art for print, in the event of client non-response after three failed attempts from Production team. **PUBLISHER CANCEL:** Publisher reserves the right to cancel this agreement at any time, for any reason. **MORE TERMS:** More terms at MyCityMagazine.com/terms. With client signature below, this proposal becomes the official contract.

STAFF: DO NOT TURN IN THIS AGREEMENT WITHOUT PAYMENT ATTACHED! SEND CONTRACTS TO: NEWCONTRACT@MYCITYMAGAZINE.COM

CLIENT SIGNATURE: _____ TODAY'S DATE: _____

PUBLISHER ACCEPTANCE: _____

Office Use: Payment:_____ Signature_____ Welcome Email_____ TYCard_____ Quick Books_____ 5/15/25 SM

COVER AGREEMENT AND PERSONAL GUARANTEE

This **Personal Guarantee & Cover Agreement** ("Agreement") is made part of, and incorporated into, the original advertising contract ("Advertising Agreement") between **MyCity Magazine, Inc. dba MyVegas Magazine** ("Publisher") and the undersigned client ("Client").

1. Cover Retail Value: Client acknowledges and agrees that the retail value of a cover placement in **any MyCity Magazine (ie. MyVegas, MyNashville, MyAustin)** is **Ten Thousand Dollars ($10,000.00 USD)**.

2. Free Cover Conditional Upon Completion of Agreement: The complimentary cover granted under the Advertising Agreement is only free if Client fully completes the base contract term as indicated on the original agreement. If Client cancels the Advertising Agreement prior to its maturity date, the complimentary cover shall immediately be deemed earned, and Client agrees to pay Publisher the full retail value of **$10,000.00**, which shall become **due and payable immediately upon cancellation**, regardless of reason.

3. Non-Waivable Cancellation Fee: Cancellation, voluntary or involuntary, prior to completing your base term on your contract, bears a $1,000 Cancellation Fee, and all past ad discounts are voided out. All ran ads are then billable at Retail Rate, less what you have already paid. The cancellation fee for the cover is non-waivable and shall not be excused, reduced, or eliminated for any reason whatsoever, including but not limited to disputes, dissatisfaction, business changes, or unforeseen circumstances.

4. Entire Agreement / No Verbal Promises: Client affirms and acknowledges that no verbal promises, side agreements, or representations have been made by Publisher or its representatives. The only valid terms are those written in the Advertising Agreement and this Agreement. Client waives any claim based on alleged verbal agreements.

5. Delivery of Cover Placement: Client understands and agrees that Publisher cannot guarantee exact delivery or publication dates for the cover issue, as printing and shipping are handled through third-party vendors outside Publisher's direct control.

6. Personal Guarantee of Payment: Client, by signing below, personally and unconditionally guarantees the full and timely payment of all obligations arising under the Advertising Agreement and this Agreement. This includes, without limitation, the $10,000.00 cover fee triggered by early cancellation. This personal guarantee is a continuing, absolute, and unconditional guarantee of payment and performance.

7. Collection Costs & Legal Fees: In the event of default, Client agrees to pay all costs of collection, including but not limited to reasonable attorney's fees, court costs, interest, and any other related expenses incurred by Publisher in enforcing this Agreement.

Client Signature: _____ **Date:** _____

Guarantor Name: _____ **Title/Position:** _____

MYCITY MAGAZINE

MYVEGAS MYNASHVILLE MYAUSTIN

DISTRIBUTION ADDENDUM

CLIENT BUSINESS: _____

CONTACT NAME: _____ **CONTRACT DATE:** _____

As part of my marketing plan with MyCity Magazine, I understand and agree to the following terms on covers, copies and distribution:

CUSTOM COVERS

1. If Custom Covers are included in this agreement, there will be a minimum of 500 Custom Covers printed for distribution throughout the city in drop locations, racks or mailings.
2. Upon signature of this agreement, client understands that their Custom Front Cover is not the only Custom Cover printed. There are other clients that have a Custom Cover as well.

PERSONAL COPIES

1. OFFICE COPIES: Client will receive 10-20 complimentary office copies of the magazines, for my personal use. If client needs more than 10-20, client must order in advance, as per terms below.
2. BEFORE PRINT: Client may place a "Bulk Order" in advance, with notice prior to print. Client may order additional copies in advance, minimum 100 copies, at the rate of $5.00 each. Call your rep to order in advance.
3. AFTER PRINT: Client may order "additional copies", via pulling them "out of circulation" through the purchasing department, at an additional fee of $7.00 each, subject to what is available at the time of ordering. Call your rep to order after print date.

DISTRIBUTION

1. MyCity Magazine cannot guarantee where your specific Custom Cover has been delivered to. However, distribution locations are available for review on the city Media Kit online at: MyCityMagazine.com/MediaKit
2. No Waste Distribution: Custom Cover copies are distributed throughout the quarter, (3 months after release) until there are no more copies left. We do NOT throw any copies away. No Waste.
3. Upon request, client may have Custom Covers mailed to high income neighborhoods, Real Estate farms, Business Lists, and SOI's, at the cost of postage and mailhouse fees.

SPECIAL NOTES: _____

_____

AGREED TO BY CLIENT: _____

(Updated 8/22/2024)

MYCITY MAGAZINE

MYVEGAS MYNASHVILLE MYAUSTIN

WELCOME ABOARD!

Thank You for joining our awesome magazine company! We are excited to feature you and your business in our next upcoming issue!

These are the next steps in your advertising program with us:

1. The first step is with our Customer Service Manager. They will reach out to you within 24 - 48 hours to introduce themselves to start your artwork and digital process. If you don't hear from them, make sure you check your junk folder. Please feel free to them at CustomerServiceRep@MyCityMagazine.com.

2. Our Production Manager, Laura Damian, will reach out via email within 48-72 hours to introduce herself. This email will go over your customized package and steps to get started such as photography, art design, editorial, deadlines etc. If you don't hear from her, make sure you check your junk folder. Please feel free to reach her at Laura@MyCityMagazine.com.

3. Our Editor, Sarah Moninger, will be in touch with you if you've chosen to place an article in your feature issue. She can assist with the process from start to finish, and edit/add to articles that are submitted. Please feel free to reach her at Sarah@MyCityMagazine.com

4. If your custom package includes social media marketing, your point of contact will be our Social Media Manager, Annalicia Shelton. Her email is Annalicia@MyCityMagazine.com. She will be in contact to retrieve all assets and deliverables for social media posts.

5. If your custom package includes email blasts please send details, text, and images to Paige Fernandes at Paige@MyCityMagazine.com. Paige will also facilitate all website placements and banners, including the design process.

We are excited to have you join the MyCity Magazine family!

If you have any questions or concerns, please feel free to call our office at 702-792-2378.

Please sign below that you have read this welcome letter and our Next Steps to success!

CLIENT SIGNATURE:_____ **DATE:**_____