



## **TERMS & CONDITIONS OF SALE**

### **SCOPE**

This is a contract for advertising in Ripples Community Magazine to the extent shown on the ADVERTISING ORDER.

### **ADVERTISING STANDARDS**

You take responsibility for the content of your advertisement and any advertising feature. We draw your attention to the CAP Code of Practice for Advertising that you can read at [www.asa.org.uk](http://www.asa.org.uk).

### **ARTWORK & COPYRIGHT**

When you supply artwork, it must comply with the ADVERTISEMENT SPECIFICATIONS downloadable at [www.ripplesmag.co.uk/advertising](http://www.ripplesmag.co.uk/advertising).

If you ask us to create artwork, we retain the copyright and you must not use that artwork in another publication unless by prior arrangement, which may include a licence charge.

### **PAYMENT**

The calculation of the amount due, including discounts and surcharges, is shown on the ADVERTISING ORDER.

Payment is due by the date(s) shown on the INVOICE.

### **LATE PAYMENT**

We reserve the right to charge you 'statutory interest' on overdue accounts, which is 8% plus the Bank of England Base Rate. That applies from the date payment is due.

If your payment is late we reserve the right to withdraw your advertisement from publication until the account is settled. Whether we reinstate any missed editions at a later date will be at our discretion.

If you do not settle following our FINAL NOTICE, we will claim for payment of the full amount due plus statutory interest and court fees via the small claims court.

### **MONTHLY PAYMENTS**

Orders paid monthly must run over the full agreed term.

The only method of payment we accept for monthly payments is by STANDING ORDER. If you do not make any payment by the date due date, the LATE PAYMENT terms apply.