



Contract

Date: _____ New Order: _____ FM
 Supersedes Contract #: _____ AM
 Start Date: _____ End Date: _____

Underwriter: _____
 Agency: _____ agency #: _____
 Address: _____
 City/State/Zip: _____
 Contact person: _____
 Telephone: _____
 Log listing: _____
 Competing products: _____

 Package products: _____
 Package program: _____
 P.O.#EST#: _____
 Agency commission: _____ % _____ co-op
 Sales person: _____ sal# _____ commission: _____
 Rep/rep office: _____ rep/rep office# _____
 Notes to traffic: _____
 and Accounting: _____

Check one:
 announcement
 sponsorship
 political
 public service
 promotional
 contract #: _____
 account #: _____
 card #: _____
 income account: _____

Check one:
 remit invoices
 cash in advance
 agency direct
 direct

Check one:
 end of flight
 weekly invoice
 monthly invoice
 special cycle
 describe
 local
 regional
 national

Check one:
 cash
 trade
 non-commercial
 continuity
 new
 no change
 rotators
 form attached

Options for make good
Check one:
 same flight
 same week
 extend schedule
 dollar for dollar
 credit
 ask salesperson

dates to run	hours to run (daypart)	M	T	W	T	F	S	S	X	rate	# / week	\$ / wk	\$ Total

January	February	March	April	May	June	Total
July	August	September	October	November	December	

approved by : _____ entered by: _____ date: _____