### **Promotional articles**

The content and the form of promotional articles must be aligned with the guidelines of the IRT3000 magazine editorial office. The materials necessary to prepare the promotional articles must be delivered to the IRT3000 magazine editorial office until the agreed deadline. The prices are subject to an agreement with the editorial office.

# Booking/withdrawal from agreement and order

The customer must book the advertising space and place the orders in writing. The final deadlines for ordering the advertisement (including precise dimensions of the advertisement) are available in the Media Kit and in the General Terms of Advertising. The order/booking can be cancelled in writing up to 3 days before the deadline for the delivery of materials. If the cancellation is received any later, the publisher shall be entitled to damages amounting to 30 percent of the price of the advertisement.

### **Prices**

The prices for advertising space are determined in the valid pricelist and in the Media Kit, both published at <a href="www.irt3000.com">www.irt3000.com</a>. The prices are excluding the value-added tax. IRT3000 magazine is a full-colour A4 format magazine. The advertisements must be prepared in CMYK format and in 300 dpi resolution.

The publisher reserves the right to make special arrangements considering the pricing and advertising terms, different to the ones published herein, to his own discretion and in the following cases: direct compensation agreements, media exchange, cultural events and actions, sponsor activity, social actions, publisher's special and joint projects. The sales terms for advertisements with non-standard dimensions shall be negotiated between the publisher and the customer.

### Payment terms

The publisher shall issue the invoice after the IRT3000 magazine issue is published based on the materials included therein. The customer undertakes to pay the invoices for advertisements in the period stated on the invoice, otherwise the publisher reserves the right to charge late fees. The usual payment deadline is 8 days for IRT3000 magazine and 10 days for IRT3000 ADRIA.



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## Subscription to IRT3000 magazine - Slovenian edition

The annual subscription for ten (10) issues of IRT3000 magazine is  $\le$  50.00 for the printed edition and  $\le$  30.00 for the digital edition. You are granted a 50 % discount for the combined subscription to the printed and digital editions.

### Subscription to IRT3000 ADRIA magazine – Croatian edition

The annual subscription for four (4) issues of IRT3000 ADRIA magazines is € 20.00 (156.00 HRK) for the printed edition and € 12.00 (95.00 HRK) for the digital edition. You are granted a 50 % discount for the combined subscription to the printed and digital editions.

### Complaints

The publisher accepts complaints in writing only. The complaint period is eight (8) days after publishing. The customer must consider the technology of printing process (paper quality, technique etc.). The customer will be responsible for any faults due to a low quality of original materials or due to corrections that were communicated by phone.

The complaints for repeated advertisements shall only be accepted if the customer alerts the publisher or files a complaint after the advertisement is published for the first time. Complaints shall not be accepted for materials that were delivered after the deadline for the delivery of materials.

Complaints shall not be accepted for advertisements delivered on electronic media without a proof print. If there is no proof print, the publisher shall not be responsible for colour reproduction or for faults due to improper original materials.

### Agencies and agency commissions

The agencies are entitled to a full commission only if the materials are fully prepared, delivered in time and prepared in electronic form. For any of the conditions under this point that is not fulfilled, the provider shall lower the agency's commission by two percentage points.

The publisher calculates the agency's commission rate in percent according to the total value of orders realised in a year and upon mutual agreement.



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## Insertion of promotional materials

The insertion of promotional materials into the IRT3000 magazine is charged according to the valid price list. The final price for inserted printed materials will be determined upon agreement with the customer and based on a submitted sample according to the weight of materials. In case the materials deviate from the standard dimensions, the price will be determined subsequently.

The deadline for the delivery of sample materials for insertion is ten (10) working days before the publishing date, and the deadline for the delivery of final materials for insertion to the publisher's distribution center is three (3) days before the publishing date. The publisher will not accept any complaints in case the customer fails to fulfil the requirements under this point.

These General Terms of Advertising are in force from 1 August 2020.

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