

aggieland 2012

TO: All University Recognized Student Organizations
FROM: Kelbye Gaskill, *Aggieland* 2012 Editor in Chief

1. This contract should be completed and returned with payment to the Student Media Office in THE GROVE, BLDG. #8901 (between Albritton Bell Tower and Cain Hall), 8 A.M.-5 P.M. Monday-Friday. Please do not wait until the last minute; space is limited.
2. All groups must pay with a student finance check from your club, IDT, a personal check, cash or credit card. Payment must accompany completed contracts. Make checks payable to TAMU Student Media. Please bring payment and contract to The Grove, Bldg. #8901. Any questions regarding payment can be answered by calling 845-2646.
3. A MEMBER OF THE AGGIELAND STAFF WILL CONTACT YOU TO SET UP A DATE AND TIME FOR YOUR GROUP PHOTO. If you are unable to make the scheduled appointment, you must call the *Aggieland* office (845-2681) at least two working days in advance. If you miss your group photo, it is your obligation to make it up. No refunds will be given for missed photos.
4. Groups should complete picture identification forms at the photo session. Please PRINT name, university identification number and officer title on the form for identification purposes. *Aggieland* 2012 is not responsible for identifying those individuals in a group photo whose name or identification number we cannot read.
5. Candid photos will be included throughout each section. To increase your organization's chances of representation in the 2012 *Aggieland*, please stay in contact with the staff throughout the year about upcoming activities. *Aggieland* photographers will be available for most events, if you contact an editor AT LEAST 10 WORKING DAYS IN ADVANCE of your activity. We are eager to work with you to represent your group, but your cooperation is necessary.

THIS CONTRACT IS A BINDING DOCUMENT. The signature of an official obligates your group to fulfill all of the following points to insure your group's inclusion in the 2012 *Aggieland* yearbook. Timely completion of the contract and information sheet will insure proper coverage in the *Aggieland*.

KEEP THIS PAGE FOR CONTRACT INFORMATION AND PHONE NUMBERS.
QUESTIONS ABOUT COVERAGE IN THE 2012 *AGGIELAND* YEARBOOK CAN BE ANSWERED
BY CALLING THE AGGIELAND OFFICE AT 845-2681.

FOR OFFICE USE ONLY

Date received:

Receipt Number:

aggieland **2012**

student organizations contract

PLEASE PRINT CLEARLY

As an official representative of _____, I, the undersigned, contract for a space in
(official group name)
the 2012 *Aggieland* yearbook at the rate of:

\$75 for a group picture

I agree that our actual inclusion in the yearbook is dependent upon our photo being taken as scheduled and our cooperation with the yearbook representative for the completion of the page. I agree that we will be charged for the picture regardless of inclusion in the yearbook if we fail to meet all of the required deadlines and terms of this contract.

Signature

Date

Organization/Hall officer (name and title)

Phone number

E-mail address

Cell phone number (optional)

Organization/Hall officer (name and title)

Phone number

E-mail address

Cell phone number (optional)

aggieland **2012** information sheet

To ensure accurate coverage in the 2012 *Aggieland*, please fill out this form as completely as possible.

Name of Organization and date founded:

Group Type (circle one): Academic (Honors and Professional)
 Special Interest (Hometown, International, Hobby, Other)
 Student Government
 MSC Committee

Abbreviation or Preferred Name:

Purpose of the organization:

Accomplishments/Honors:

Membership Selection/Requirements:

Number of members:

University adviser:

Phone Number:

Three officers (names, titles, phone numbers):

Activities - dates, times and places if available (annual or planned; list as many as possible and continue on back if necessary):

Meeting time, place and date (please include how frequently you meet):