



Online Media Center Order Form

Please fax back to +1 973 783 1187

☐ **VPO Standard Package** - 6 Documents Fee: \$525
\$80 per additional document or replacement

☐ **VPO Deluxe Package** - 15 Documents Fee: \$925
\$80 per additional document or replacement

Document posting options include the following:

- *Upload of document(s) of any length (press releases, backgrounders, white papers, photos, etc.)*
- *Proactive email distribution of document(s) to official show media and thousands who are unable to attend the event*
- *Measurement report identifying who reviewed your documents*
- *Public relations contact listing + link to home page*
- *Archival of press kit for one year*

Deadlines & Formats: All orders and information must be received January 4th, 2005 (unless prior arrangements have been made). **NOTE:** Documents will be posted according to dateline unless an embargo date is specified. Materials must be supplied in an electronic format. Text should be MS WORD, HTML or PDF, and graphics in JPEG for PC. Direct emails to files@virtualpressoffice.com. Files are limited to 1MB each.

Payment: Due in full prior to the uploading of information. AMEX, VISA and MasterCard are all accepted. **The order is confirmed upon receipt of this form and cancellation incurs a 100% penalty.**

Business Wire News Release Distribution Options (rates for first 400 words and each additional 100 words).

☐ **Trade Show Global** (incl. media in Asia-Pacific region, Canada, Europe, Latin America & U.S.) - \$2295/\$575

☐ **Trade Show US National** - \$595/\$150

☐ **Trade Show US Corridor** (includes media in the top 20+ US markets) - \$425/\$110

☐ **Trade Show US State** - \$200/\$50

☐ **Smart News Release** (add a photo/graphic/slideshow to your BW release) - \$595

☐ **Enhanced Smart News Release** (add a flash/video/audio file to your BW release) - \$795

☐ **Each additional multimedia asset** - \$200

Additional Photo Distribution Options:

☐ **Add distribution to US newspapers via Associated Press** - \$300

☐ **Add distribution to European newspapers via European EPA distribution** - \$300

☐ **Add both US AP and European EPA distribution** - \$450

Company:	Tel:
Contact Name:	Fax:
Title:	Email:
Address1:	Web Site:
Address2:	Booth Number:
City/State/Zip:	Credit Card #:
Country:	Exp. Date

*If you have any Online Press Office/Electronic Press Kit Questions Please call +1 973 783 7787
News Wire Distribution Questions Please Call +1 800 237 8212*