Advertising through the APM

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| --- | --- | --- |
| Advert Type | Cost | Further information |
| All paid job adverts | £ 250 | * One off payment * Advert to be made available on the website and via the bi-monthly bulletin (**one bulletin only)** * Advert will be removed after the closing date |
| Non-remunerated roles  e.g. Committee positions  With the Board agreement | Free | * Advert to be made available on the website and via the next bi-monthly email bulletin * Advert will be removed after the closing date |
| External study day / course | £250 | * One off payment * Advert to be made available on the website and via the next bi-monthly bulletin (**one bulletin only)** * Advert will be removed after the event |
| External webinar – | £250 – if cost for joining  FREE – if free to join webinar | * One off payment * Advert to be made available on the website and via the next bi-monthly email bulletin (one bulletin only) * Advert will be removed after the event |
| APM Study Days | FREE | * Package of advertising on: * Website * Bi-monthly bulletin * Social Media |
| APM Co-Badged Study Days (I.e RCP Difficult to Reach Study Day) | FREE | Package of advertising on:   * Website * Bi-monthly bulletin * Social Media |
| Website only advertising | £150 within the website | * One off payment * Advert will be made available on the website only * Advert will be removed after the closing date |
| External Survey for funded research | £250 | * One off payment * Survey sent via email * Generic reminder email sent after 6 weeks (if required) * Signed off by the APM Board (advice from Research and Ethics Committee re validity) |
| External Survey for non-funded research | Consideration will be given to free advertisement for non-funded research surveys by APM members (e.g. trainees) if it is felt to be of benefit to the Specialty | * Member making request to complete application form via Research & Ethics Committee * Sign off by the APM Board if required |

**How to advertise through the APM and APM member discounts**

* If you wish to advertise through the APM please contact [Compleat Secretariat](mailto:office@compleat-online.co.uk) in the first instance to discuss your requirements.
* Should your advertisement be required to go into the bi-monthly bulletin, please liaise with [Compleat Secretariat](mailto:office@compleat-online.co.uk) to review the bulletin dates and agree the most suitable bulletin for your advertisement to be placed in.
* The maximum length of time an advert will be on the website is 6 months.
* APM members will receive a 20% discount on the prices outlined above. Your APM membership number can be found on your welcome letter/renewal confirmation letter. If you are unable to locate these documents, please contact email [Compleat Secretariat](mailto:office@compleat-online.co.uk) or contact them via telephone on 01489 668332 where they will be happy to assist you.
* Once you have discussed your requirements with Compleat Secretariat, you will be asked to complete and return the below Advertising request form in order for our accounts department to raise the invoice. Please ensure the email address provided is that of the accounts team in your organisation.
* Invoices must be settled within 4 weeks of agreement to advertise.

\*\*\*\* Please note purchase orders are not raised as standard, so if these are required, please advise Compleat Secretariat when you complete the Advertising Request Form so that this can be raised at the same time as the invoice \*\*\*\*

Association for Palliative Medicine  
Advertising Request Form

[Select Date]

|  |  |  |  |
| --- | --- | --- | --- |
| Customer Name |  | Invoicing Details | |
| Organisation Name |  | Invoice Contact Name |  |
| Advert Type |  | Invoice Company Name |  |
| Advertising Option |  | Contact Email Address |  |
| Advertising Start Date |  | Contact Telephone Number |  |
| Estimated End Date |  | Reference/PO Number |  |
|  | | **Invoicing Address** |  |

# APM Member

If you are a member of the APM you are entitled to a 20% discount. Please quote your APM number below:

|  |  |
| --- | --- |
| APM Membership Number |  |

# Advert Information

In order for us to process your advertising request please ensure that you have provided us with the following;

* PDF copy of the advert
* Invoicing details
* Web links (if applicable)
* Logo image (if applicable)

Estimated Charges for Advert\*

|  |  |
| --- | --- |
| Advert Type | Cost |
|  |  |
|  |  |
| Total |  |

\*admin use only