



COMMERCIAL & PAYMENT TERMS & CONDITIONS

**PLEASE READ CAREFULLY
AND THOROUGHLY**

CENE MEDIA LIMITED

Registered, England and Wales - Company number 10525126
1 Belvedere Road Faversham, Kent, ME13 7FY

THANK YOU FOR YOUR BUSINESS

CENE MEDIA LIMITED RESERVES THE RIGHT TO UPDATE THESE TERMS & CONDITIONS WITHOUT PRIOR NOTICE. IF YOU HAVE ANY QUESTIONS REGARDING THE TERMS OUTLINED IN THIS DOCUMENT, PLEASE EMAIL TEAM@CENEMAGAZINE.CO.UK OR SPEAK TO YOUR 'CENE REPRESENTATIVE PRIOR TO CONFIRMING YOUR PURCHASE & INVOICE.

COMMERCIAL ADVERTISING T&CS

Payment T&Cs

- **Payment agreements include but not exclusively;** Design projects, advertising packages, printed adverts, digital advertising, PR, marketing and print services.
- The business and/or its third party media buyer agent are to **sign a contractual work agreement** and will be **jointly liable** to CENE MEDIA LTD in respect of agreed work and payment terms under the contract.
- The **business and/or third party media buyer agent** will be **responsible for understanding** / or ensuring the **business is aware** of these terms and conditions and such liabilities in all circumstances will be the joint responsibility of the business and/or the third party agency that the business has commissioned to represent them.
- Payment to be made within **30 days** from invoice 'sent' date.
- Invoices **overdue by 30 days** and where **discounts** have been applied to the invoiced amount **the discount will become void** and the **invoice rate will return to the full rate card value**.
- Accounts **overdue 30 days** will be handed to our legal representatives and a **CCJ** will be filed with the local authorities. The amount owed and all **additional legal costs** and/or **recovery** will be directly **billed** to the account / or business in arrears.
- **New clients** and **current clients** that have previously **failed** to meet our **30 day terms and conditions**, maybe requested to **pay a ProForma invoice** on returning purchases of service with CENE MEDIA LIMITED.
- **Direct Debit agreements** will be processed through our chosen third party vendor, Stripe.
- **Additional Direct Debit Fees** Bacs Direct Debit 1% starting at 20p capped at £2.00, per Direct Debit transaction (Through Stripe - subject to change)

Cancellation T&Cs

- Cancellations are permitted up to **14 Days** prior to the print deadline date. **Please do not** sign the contractual agreement if you envisage you may have to cancel your advert/and or project as you will be still liable for payment as per these terms and conditions.
- All cancellations must be in writing and sent via email to team@cenemagazine.co.uk
subject: CANCEL COMMERCIAL - Company name.

- If a cancellation is requested **inside the 14 day cancellation period** (14 Days prior to print deadline) the client will still be liable to pay the outstanding fees for the commercial placement agreed.
- At the company's discretion we withhold the right to **transfer the booked commercial space into a future edition without further payment.**

Advertising Content T&Cs

- The advertiser is not permitted to advertise; Political, Religious, Ideological beliefs, Abusive content, Sexual content
- What is deemed as offensive advertising content is at the discretion of CENE MEDIA LIMITED.
 - Alternative / slang / swearing for promotional purposes.
 - Presenting artistic work that may cause offence in the public domain.
- Artwork submitted for events must be freely available for CENE MEDIA LIMITED to share via our website, email marketing and social media platforms as added exposure for you.
- The advertiser must ensure they have authorised copyright to use any images provided in their advertising. CENE MEDIA LTD. will not take any responsibility for unauthorised copyright violations published in submitted content and advertising.
- CENE MEDIA LTD. May use advertising for promoting the subjected advertisement only. Files will not be distributed, but maybe shared internally with those who require the files to work with.
- We will file your advertisement artwork for 12 months where it will then be deleted from our servers. Artwork pages in the publication will remain on file.

Artwork & copy deadlines T&Cs

- The advertiser is responsible for ensuring their artwork is supplied with the correct technical specifications provided
- Artwork supplied with **incorrect technical specifications**, will be **re-worked on by our design studio** and charged at a **start rate of £47.50 per 30 minutes** to correct it.
- Artwork & copy deadlines are strict and **any excessive artwork requests from submission**, will incur potential **added fees at £95 per hour.**