

Address all Invoices to the ADVERTISER in care of:

AGENCY NAME FROM DBASE
123 E. MAIN ST.
ANYWHERE, PA 12345
(717) 555-1234
www.wahoo.com

MARKET: ANY METRO ARB FALL 2008
 ADVERTISER: ANY CLIENT

STATION: **WAAA-FM**
 STATION REP: JOHN SMITH
 PHONE: 717-555-1111 / 717-555-1234
 EMAIL: JSMITH@AAA.COM

MEDIA BUYER: MARY JONES
 PHONE: 555-244-5555 / FAX 555-244-5556
 EMAIL: MARY@WAHOO.COM

RADIO INSERTION ORDER	
DATE:	21-Apr-09
INSERTION ORDER #:	M-4012
PLEASE INCLUDE OUR INSERTION ORDER NUMBER ON ALL STATION INVOICES - THANK YOU!	
<input checked="" type="checkbox"/>	NEW ORDER
<input type="checkbox"/>	CANCEL
<input type="checkbox"/>	REPLACES & SUPERCEDES
our Insertion Order #	
dated	

START DATE:	04/04/09	END DATE:	4/31/2009
TOTAL WEEKS		TOTAL SPOTS	
4		56	

WEEK #1- MAY 4 - 10											
SPOT LENGTH	DAYPART	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL SPOTS	UNIT COST	DAYPART SUB-TOTALS
:60	6A to 10A		1	1	1	1			4	\$ 200.00	\$ 800.00
:60	10A to 3P	1	1	1	1		1	1	7	\$ 100.00	\$ 700.00
:60	3P to 7P		1		1				3	\$ 200.00	\$ 600.00
:60	7P to 12M								0	\$ -	\$ -
									0	\$ -	\$ -
									0	\$ -	\$ -
WEEKLY TOTALS:		1	3	2	3	3	1	1	14	\$ 150.00	\$ 2,100.00

WEEK #2- MAY 11 - 17											
SPOT LENGTH	DAYPART	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL SPOTS	UNIT COST	DAYPART SUB-TOTALS
:60	6A to 10A		1		1	1	1		4	\$ 200.00	\$ 800.00
:60	10A to 3P	1	1	1	1		1	1	7	\$ 100.00	\$ 700.00
:60	3P to 7P		1		1				3	\$ 200.00	\$ 600.00
:60	7P to 12M								0	\$ -	\$ -
									0	\$ -	\$ -
									0	\$ -	\$ -
WEEKLY TOTALS:		1	3	1	3	3	2	1	14	\$ 150.00	\$ 2,100.00

WEEK #3- MAY 18 - 24											
SPOT LENGTH	DAYPART	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL SPOTS	UNIT COST	DAYPART SUB-TOTALS
:60	6A to 10A	1	1	1	1				4	\$ 200.00	\$ 800.00
:60	10A to 3P	1	1	1	1	1	1	1	7	\$ 100.00	\$ 700.00
:60	3P to 7P	1		1	1				3	\$ 200.00	\$ 600.00
:60	7P to 12M								0	\$ -	\$ -
									0	\$ -	\$ -
									0	\$ -	\$ -
WEEKLY TOTALS:		3	2	3	3	1	1	1	14	\$ 150.00	\$ 2,100.00

WEEK #4- MAY 25 - 31											
SPOT LENGTH	DAYPART	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL SPOTS	UNIT COST	DAYPART SUB-TOTALS
:60	6A to 10A		1		1	1	1		4	\$ 200.00	\$ 800.00
:60	10A to 3P	1	1	1	1		1	1	7	\$ 100.00	\$ 700.00
:60	3P to 7P		1		1				3	\$ 200.00	\$ 600.00
:60	7P to 12M								0	\$ -	\$ -
									0	\$ -	\$ -
									0	\$ -	\$ -
WEEKLY TOTALS:		1	3	1	3	3	2	1	14	\$ 150.00	\$ 2,100.00

SCHEDULE TOTALS:	6	11	7	12	10	6	4	56	AVG UNIT COST		\$8,400.00
											OK

MEDIA GROSS: \$8,400.00
DISCOUNT @ 15%: \$1,260.00
NET DUE MEDIA: \$7,140.00

SPOT IDs / TITLES:
 AA-124 :60 "NOW'S THE TIME" - MAY 4 THRU MAY 17
 AA-125 :60 "DON'T MISS OUT" - MAY 18 THRU MAY 31

INSTRUCTIONS:
 SYSTEM CONFIRMATION REQUIRED
 All invoices must exactly match this insertion order and are to be sent, in duplicate, immediately following the end of the schedule.
 All invoices are to be in our hands by the 7th of the following month. All spots must receive a fair and equitable rotation.
 Deductions will be made for poor rotations and missing bonus or N/C spots.

AGENCY NAME, as Agent for the Advertiser named above, has been authorized by the Advertiser to initiate and administer media placements on their behalf. By executing this insertion order/schedule, this Station/Media Outlet recognizes AGENCY NAME as an Agent of the Advertiser and acknowledges that the Advertiser, is ultimately liable and responsible for any and all payments due this Station/Media Outlet regarding this Advertiser. AGENCY NAME acknowledges fiscal responsibility to the Station/Media Outlet only when, and to the degree, it has been paid by the Advertiser. AGENCY NAME will at all times use its best effort to ensure prompt payment and to assist the Station/Media Outlet in its collection efforts should the Advertiser become delinquent in its payment(s). The Station/Media Outlet is not authorized to implement this insertion order/schedule until AGENCY NAME has received a signed copy acknowledging its receipt and acceptance of the conditions herein!

PLEASE SIGN, DATE & RETURN A COPY OF THIS INSERTION ORDER/SCHEDULE ASAP. THANK YOU.

STATION/MEDIA REPRESENTATIVE Date MEDIA BUYER Date