

Date \_\_\_\_\_ Frequency (Please check appropriate box):  Weekly  Bi-Weekly  Monthly  Other

Corporate Name \_\_\_\_\_

Name of Magazine *(use a separate application for each magazine)* \_\_\_\_\_

Paid Circulation \_\_\_\_\_ Requestor/Free Circulation \_\_\_\_\_ Digital Circulation \_\_\_\_\_ Type of Audit \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Name of Firm that Prints Your Magazine(s) \_\_\_\_\_

Address *(for insert delivery)* \_\_\_\_\_ Publication Date(s) \_\_\_\_\_

Contact Name at Printing Firm \_\_\_\_\_ Email or Phone \_\_\_\_\_

## Key Personnel

Publisher \_\_\_\_\_ Editor \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Advertising Manager \_\_\_\_\_ Production Manager \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

## Market Profile *(one paragraph description of your market including metro area, demographics, etc.)*

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## Distribution *(please describe the distribution of your magazine, detailing distribution by mail paid, by mail free, newsstand paid, newsstand free, bulk drop, carrier, etc.)*

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**Dues** Membership dues are billed annually based on total circulation — combined total of paid, requestor, free and digital distribution

## What You Should Enclose with this Application

For **each magazine** applying for membership:

1. \$25.00 non-refundable application fee
2. An audit statement or a tearsheet of the U.S. Postal Statement of Ownership, Management and Circulation or a sworn statement from publisher
3. A copy of U.S. Postal Form 3541
4. 28 copies of one issue of each magazine

**These four items MUST be included before your membership application can be processed.**

***\* Upon the acceptance of your membership application, one copy of each issue of your publication must be mailed directly to NYPA for the duration of your membership.***

The New York Press Association is committed to ethical practices.

All companies profess business integrity, but the power of newspapers/magazines and the impact newspapers/magazines can have on the lives of our readers, their businesses and their reputations, places special responsibility for following legal and ethical business practices.

Acceptance of membership in NYPA includes acceptance of individual responsibility for following legal and ethical business practices.

The NYPA board of directors reserves the right, at its discretion, to bar from membership or to expel from the Association, any newspaper/magazine company that has committed any act that is contrary to the principles of legal and ethical business practices.

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Return completed application to:** NYPA, 621 Columbia Street Ext., Suite 100, Cohoes, NY 12047, 518.464.6483, fax 518.464.6489