

Membership Application **PRINTED**

New York Press Association



Date _____ Frequency (Please check appropriate box): Daily Twice-Weekly Weekly Bi-Weekly Monthly

Corporate Name _____

Name of Newspaper (*use a separate application for each newspaper*) _____

Paid Circulation _____ Requestor/Free Circulation _____ Digital Circulation _____ Type of Audit _____

Address _____ Non-Profit Yes No

City _____ State _____ Zip _____

County _____ Telephone _____ Fax _____

Email _____ Website _____

Name of Firm that Prints Your Newspaper(s) _____

Address (*for insert delivery*) _____ Publication Day(s) _____

Contact Name at Printing Firm _____ Email or Phone _____

Key Personnel

Publisher _____ Email _____

Editor _____ Email _____

Advertising Manager _____ Email _____

Production Manager _____ Email _____

Market Profile

(one paragraph description of your market including metro area, demographics, etc.)

Distribution

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

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 PAID paper applying for membership:

1. \$50.00 non-refundable application fee
2. An audit statement or a tearsheet of the U.S. Postal Statement of Ownership, Management and Circulation
3. A copy of U.S. Postal Form 3541
4. 2 copies of one issue of each newspaper
5. Proof of media libel insurance
6. Federal Tax ID # _____

For each FREE paper applying for membership:

1. \$50.00 non-refundable application fee
2. An audit statement or a sworn statement from publisher (must be notarized)
3. Copies of three consecutive printing invoices from the most recent month
4. 2 copies of one issue of each newspaper
5. Proof of media libel insurance
6. Federal Tax ID # _____

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

*** Upon the acceptance of your membership application, a digital subscription of your publication must be given 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:

New York Press Association, 621 Columbia Street Ext., Suite 100, Cohoes, NY 12047 — 518.464.6483 — www.nynewspapers.com