

Additional information

Payment

All advertisements of under £300 (inclusive of VAT) must be pre-paid. We require payment to be received by the deadline date of each specific journal issue (please see current media pack for details).

Payment can be made by BACS and/or debit or credit card over the telephone. We accept all major debit or credit cards excluding American Express.

Advance payment is always required for all overseas clients.

BACS payments to be made to BACP Enterprises Ltd

Sort code: 30-97-17

Account No: 00409158

Production requirements

Artwork must be sent in any one of the following ways:

- PDF (minimum 300 dpi, maximum 600 dpi)
- .eps file
- InDesign (Mac)
- Microsoft Word
- .tif file

Artwork can be submitted by email or on a CD posted to the Advertising Manager, BACP House, 15 St John's Business Park, Lutterworth, Leicestershire LE17 4HB.

Telephone: 01455 883314

Email: advertising@bacp.co.uk

Web: www.bacp.co.uk/advertising

Please note if sending InDesign files all images and fonts must be supplied separately.

Any repro work, setting or amendments will carry an additional charge of £40.

We cannot guarantee to send you a proof of your artwork due to the high volume of advertising every month.

Terms & conditions

The term "advertiser" refers to the party (member or non-member of BACP) who is booking the advertising space and who is responsible for payment.

The term "publisher" refers to the British Association for Counselling and Psychotherapy (BACP).

1. Advertisements must conform to the British Code of Advertising Practice and must accurately reflect the product and/or service being advertised.
2. Advertisements are subject to the publisher's approval, which will not be unreasonably withheld; they must also be recognisable as an advertisement and not resemble editorial matter.
3. All claims made in advertisements must be true, accurate and capable of being supported by appropriate evidence and must be made available to the publisher upon request.
4. The publication of an advertisement by the publisher does not constitute endorsement of the advertiser, its products or services by BACP.
5. Space reserved by an advertiser must be paid in full upon demand where the advertisement is not published due to an act and/or omission by the advertiser.

6. The publisher reserves the right to increase advertisement rates at any time or to amend the terms and conditions at any time.
7. The publisher will not be liable for any loss or damage caused by amendment, error, late publication or non-publication from any cause whatsoever.
8. The publisher will not accept liability for any error on the part of third parties and/or inaccurate copy instructions.
9. The publisher reserves the right to publish the most appropriate copy should copy instructions not be received by the stipulated time.
10. Prices are subject to change at any time prior to (but not after) acceptance of your order.
11. Invoices are payable within 28 days of invoicing date. If the payment has not been received by this date, credit facilities may be withdrawn and all further credit facilities withheld until payment has been received.
12. Credit facilities may be withdrawn at any time without prior notice.
13. When applying for credit facilities, Company and Director credit checks may be taken and whilst credit facilities are active at any time. If the business is not a Limited company, a consumer credit check on the partners or owner of the business may be required.

By applying for credit, you are agreeing for these checks to be taken at any time whilst credit is in place.

14. Credit referencing includes trade referencing, bank references and credit checks.
15. BACP Enterprises Limited reserves the right to charge interest on all amounts outstanding beyond the payment date(s) shown on its invoices. Interest will be charged in accordance with the Late Payment of Commercial Debts (Interest) Act 1998.

Please note: All colour bookings will be subject to a separate colour production charge. Advertisements cancelled after booking deadlines are liable to a 100% cancellation charge.

Competitive media advertising subject to copy approval and 100% loading.

BACP Enterprises Ltd is part
of the BACP Group.
Company registered in England
and Wales 1064190

