



Drug Discovery Chemistry

Hilton San Diego Resort & Spa | San Diego, CA
April 23-25, 2014

POST MAILING INFORMATION

As an Exhibitor or Sponsor of Drug Discovery Chemistry 2014, you are entitled to a one-time post conference mailing. For this mailing there are 2 options: you may use our third party mail house, Jet-Mail, or you may use your own third party mail house (cannot be in-house).

1. If you choose to use Jet-Mail, please see the Jet-Mail instruction page below.
2. If you wish to use your third party mail house (cannot be in-house), please fill in the information below.

If you have any questions please don't hesitate to contact me at:

Elaine Eskedal
Conference Advertising Client Services
Phone: 781-972-5430
Email: eeskedal@healthtech.com

Print name: _____ Title: _____

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Third Party Mail House (cannot be in-house): _____

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Conference Title: **Drug Discovery Chemistry** **DCH1443**



Dear Exhibitors and Sponsors,

In order to use Cambridge Healthtech Institute's (CHI) Post-conference mailing list and Jet-Mail's services, there are a few things you need to know.

- 1.) The minimum charge for my mailing services is \$400.00. For complicated or large mailings, over 2,000 names, the fee may be larger.
- 2.) Postage needs to be paid prior to the mailing being dropped at the post office. The cost of postage is .49 cents for US (providing the piece is less than 1 oz. and falls in the letter size category) and 1.15 cents for International (again, as long as the piece does not weigh more than 1 oz.) International names do not have to be mailed, if you choose not to do so.
- 3.) You will need to supply all printed materials, letters, envelopes, post cards etc.
- 4.) CHI can tell you the number of names on the list.
- 5.) CHI must approve the pieces that you wish to mail. Please contact Elaine Eskedal at CHI at eeskedal@healthtech.com.

Please let me know at your earliest convenience if you wish to use my services.

Thanks, Hilary Fairbanks

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Jet-Mail Services
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