

**Wisconsin School Music Association  
Wisconsin Music Educators Association  
Mailing List Rental Agreement and Contract**

If you are seeking to enhance your direct mail marketing prospects, a WSMA / WMEA mailing list is an accurate, targeted way for your message to reach the music education community in Wisconsin.

**COST:**

Peel-off labels or Excel lists are available to universities, colleges, and non-profit entities for 15¢ per name and to all other entities for 25¢ per name. For labels there is a \$3 shipping and handling fee and for an Excel file an additional \$50 fee. We are not able to provide information for primary teachers, non-member schools or colleges as we do not have current information on those entities. An invoice will be e-mailed to the address you provide below. It will include a link where you may pay by credit card if you choose to do so.

**NOTE: Please be aware that all mailing list rentals are for physical mailing addresses, not e-mails.**

**PROCESSING TIME:**

Please allow 10 business days. Requested date of receipt: \_\_\_\_\_

**DEFINE YOUR NEEDS:**

Please give a brief description of what the purpose of your mailing is and who your target is so that we may better understand your needs. \_\_\_\_\_

**Teaching Area**

All Areas    Band    Choir    Orchestra    General Music    Music Dept. Chair    Principals

**Teaching Level** (Our database does not contain viable information for elementary or college levels.)

Middle School    High School

**Geographic Region** (See map of WSMA districts below.)

1 – Northern    2 – W. Central    3 – Western    4 – Southwestern    5 – Northeastern  
 6 – Central    7 – Eastern    8 – Southern    9 – E. Central    10 – Southeastern

Entire State

**Format**

Peel-off Labels by mail (30 per sheet)    Excel document attached to e-mail

**Sort Order**

None    Zip Code    Alphabetical by \_\_\_\_\_    Alphabetical by \_\_\_\_\_

**Name of Mailing List Renter:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**This agreement is subject to the following conditions:**

1. The mailing list renter will not transfer, duplicate, reproduce or retain any portion of the list in any form whatsoever, including entering into electronic databases.
2. This is a one-time-only list rental.
3. Neither WSMA nor WMEA may be cited in any portion of the mailing.
4. Submission of this form indicates complete acceptance of the above conditions and constitutes a contract between WSMA / WMEA and the above stated mailing list renter.

Direct all inquiries to Judy at 800.589.9762 or [jkopp@wsmamusic.org](mailto:jkopp@wsmamusic.org).

