



Mailing Labels & List Rentals

American College of Veterinary Surgeons (ACVS) mailing labels, sorted alphabetically or by zip code, and list rentals are available for purchase. Neither list consists of email addresses, The list rentals, sent via email, are **only available** to licensed and bonded mail houses. Mailing labels and list rentals do not come with a Certificate of Move Update Compliance. **ACVS mailing labels and list rentals are for a one-time use only and must not be reproduced.**

ACVS will inspect mailing pieces prior to the delivery of mailing labels and lists and reserves the right to refuse the sale of its mailing lists. A full refund will be issued if the mailing piece is not deemed suitable. The sale of ACVS mailing lists does not constitute ACVS's endorsement of vendors' products and/or services.

Upon completion of your order and full payment, **a sample copy of the intended mailing piece must be sent to the ACVS office** by email or mail:
acvs@acvs.org
ACVS Mailing Label Orders
19785 Crystal Rock Dr, Suite 305
Germantown, MD 20874

Upon approval of the mailing piece, mailing labels are shipped within 7–10 business days and list rentals are emailed to the mail house within 5–7 business days. Mail piece guidelines:

- **The language “board eligible,” “board qualified,” and “individuals with credentials accepted by ACVS” are unacceptable under current guidelines.** Guidelines established by the ACVS necessitate changing the terms “board eligible” or “board qualified” to “individuals who have completed residency training” or “residency trained.” Additionally, the term “surgeon” can be used only to refer to ACVS board certified veterinary surgeons.
- **Mailing labels and list rentals may be purchased for use in conjunction with the ACVS Surgery Summit.** The official name for the annual ACVS Surgery Summit is the year followed by the “ACVS Surgery Summit.” If included in marketing material, please include the year as in the example “2021 ACVS Surgery Summit.”

ORDER PLACED BY: _____

Phone: _____ Email: _____

1. LABELS/LIST

a. **Select one format:** _____ Mailing Labels _____ List Rental

b. **Select one sort order:** _____ Zip Code _____ Alphabetical by Last Name

c. **Select list. Choose all that are requested. Selections may not be mutually exclusive.** Price*

| | |
|---|--------|
| ___ All ACVS Diplomates (approximately 1,925) | 800.00 |
| ___ All Small Animal ACVS Diplomates (approximately 1,290) | 600.00 |
| ___ All Large Animal ACVS Diplomates (approximately 640) | 400.00 |
| ___ Recently Board Certified Diplomates: 2019– 2021 (approximately 180)..... | 200.00 |
| ___ 2021 Board Certified Diplomates (approximately 95) | 125.00 |
| ___ Credentialed Candidates (approximately 80) | 125.00 |
| ___ Third Year Small Animal Residents (approximately 70)** | 100.00 |
| ___ Third Year Large Animal Residents (approximately 30)** | 100.00 |
| ___ ACVS Residency Program Directors (approximately 95 Diplomates)..... | 125.00 |
| ___ 2021 Pre-Surgery Summit Registrants (TBD - available mid-September) | 400.00 |
| ___ 2021 Post-Surgery Summit Registrants (TBD - available late November)..... | 450.00 |

*Prices subject to change without notice.

**Includes residents in the third year of their program at the time the order is placed. Please be aware that most residency programs end in mid-July.

2. DELIVERY***

Please allow 7-10 business days from bank deposit for delivery of mailing labels. If you would like your order expedited (shipped within 7 days of bank deposit), please select \$15 for rush processing and provide a FedEx account or credit card number to charge for next business day delivery. List rentals are emailed to the Mail House representative. During late February/early March, there may be a delay for orders of Diplomates' mailing labels due to the processing of new Diplomate information.

___ Standard (10-14 business days delivery)N/C
___ Ship to Canada.....\$19.95
___ Rush Processing (within 7 business days of bank deposit) – administrative fee***\$15.00

*****If a Federal Express account or credit card number (VISA, MasterCard, American Express) is not provided, the order will be shipped via regular mail.**

Federal Express Acct. # _____
 VISA/MasterCard/American Express # _____
Exp. Date _____ CVV _____

SHIPPING ADDRESS (Mailing labels only)

Name _____
Organization _____
Address _____
City _____ State _____ Zip _____
Phone (_____) _____ - _____

PAYMENT OPTIONS You may pay by check or credit card (VISA, MasterCard, American Express).

Total Labels/List (Section 1): \$ _____

Delivery (Section 2, if applicable): \$ _____

Total Payment (labels/list & delivery): \$ _____

The ACVS is a 501(c)6 tax-exempt organization. Tax charged: \$0.00

Check enclosed #: _____
 Charge to: _____ VISA _____ MasterCard _____ American Express CVV _____
Name on credit card _____
Account # _____ / _____ / _____ / _____ Expiration Date _____
Signature _____

Credit Card Billing Address (required for credit card payments):

Address _____

City _____ State _____ Zip _____
Country _____

**For mailing label purchases, return to ACVS pages 1-2 along with a sample of the mailing.
For list rental, complete pages 1-3 and return to ACVS all pages along with a sample of the mailing.**

Questions? Contact ACVS — phone: (301) 916-0200 x113, fax: (301) 916-2287, email: acvs@acvs.org



Mail House Agreement

Subject to a separate agreement, the ACVS has granted _____ (List Renter) a non-exclusive license for the **one-time** use of the _____ (Purchased list(s)) ACVS List Rental.

This Agreement is made on _____ (date) between the ACVS and _____ (Mail House).

In consideration of the covenants and terms contained herein, the parties hereby agree as follows:

Mail House acknowledges the following:

- The ACVS List Rental is confidential, is the sole exclusive property of the ACVS, and is protected by United States Copyright, Trade Secret, and other laws.
- The ACVS does not grant to Mail House or to any other person or organization use of the ACVS List Rental to create or update any lists or databases or for any purpose other than that which may be set forth in the separate agreement between the ACVS and List Renter.

This agreement is subject to the following conditions:

- Mail House is hereby granted permission to assist List Renter in use of the License granted by the ACVS to the List Renter.
- Mail House agrees to use the License and the ACVS List Rental only subject to the terms of this Agreement.
- Mail House agrees not to make, sell, use, re-use, reproduce, make available to others, distribute, disclose, or otherwise utilize the ACVS List Rental or information contained therein.

In the event that Mail House violates any term of this Agreement, Mail House agrees that the ACVS shall be entitled to recover costs, damages, and attorney’s fees occasioned by actions to enjoin violation of this Agreement and in pursuing damages and any other relief. It is the specific intent of the parties that the court has jurisdiction and authority under this License Agreement to award all available relief including each element of the foregoing.

The parties have executed this Agreement as of the date written above.

Signature below indicates complete acceptance of the above conditions and constitutes a contract between the ACVS and Mail House.

Mail House Representative Printed Name: _____

Mail House Representative Signature: _____ Date: _____

Address: _____

Phone: _____ Email: _____

For list rental, return to ACVS pages 1-3 along with a sample of the mailing.

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