

Terms & Conditions

1. Website Banner Newsletter Ads

Advertisers of courses or paid events are required to offer a minimum **discount of 15%** to ICF Malaysia Chapter members who book through the website banner or newsletter ad. **The same artwork and link used for the website banner AD will be inserted for the newsletter AD subscribed.**

2. Advertising Restrictions

ICF Malaysia Chapter reserves the right to refuse advertisements based on possible impact on the ICF brand, conflict of interest, sensitivity of the message and relevance to the coaching profession.

Coach training schools wishing to advertise must be ICF-Accredited or have an ICF-approved ACSTH or CCE offering.

The following types of website advertisement are not permitted:

- Blind downloads (cloaking software in other downloads).
- Browser manipulation (altering customary settings so user cannot regain control).
- Keystroke tracking (monitoring a consumer's keystrokes to obtain passwords, identification).
- Unclear origin of ads (hiding or obscuring the source of an ad, web page or email).

3. Artwork

AD campaigns may be delayed if any required information is missing or if artwork is not properly formatted and link not provided. All creative will be tested and approved by ICF Malaysia prior to an ad campaign's start. Any element(s) not meeting specifications will be returned for revision. The artwork must adhere to any and all trademark and copyright laws.

4. Newsletter Ad Insertion

You have a number of insertions based on the campaign period subscribed.

For a 3-month campaign period, you are entitled to 1 insertion.

For a 6-month campaign period, you are entitled to 2 insertions.

For a 12-month campaign period, you are entitled to 4 insertions.

There are 2 newsletter issues sent every month:

1st issue: Monthly newsletter | 2nd issue: Reminder newsletter

The newsletter AD will be inserted during the first month of your campaign, and each subsequent 3 months depending on your campaign period. * Monthly and Reminder newsletter may be sent during different calendar months.

5. Submission

The artwork must be submitted to website@icfmalaysia.org within the deadline of 10th of the month preceding the commencement of advertising.

6. General Conditions

Advertisement contracts are not final until an **authorized signature** has been received from the company or person advertising, and ICF Malaysia Chapter has reviewed and determined if appropriate space is available to meet a request.

All advertising is subject to the ICF Malaysia Chapter Leadership Team's approval and it reserves the right to reject or cancel any advertisement, insertion order, space reservation, or position commitment at any time, with or without notice to the advertiser or advertising agency, and whether or not such advertising was previously acknowledged, accepted, or published.

Acceptance of the advertisement by ICF Malaysia Chapter shall in no way constitute endorsement or recommendation by ICF Malaysia Chapter for the contents of the advertisement or the product or service advertised.

7. Payment

Payment is to be made to: Bank Name: Malayan Banking Berhad | Account NO:5-64801-64546-9 |

Account Name: International Coach Federation Malaysia Chapter | SWIFT CODE: MBBEMYKL

Please forward the banking receipt to finance@icfmalaysia.org

Note: We cannot track click-throughs for destination URLs provided.

ICF Malaysia Chapter Advertising Terms & Conditions read and accepted by:

Signature : _____

Date: _____

Name : _____ Duly authorised to sign on behalf of (Company): _____

Please sign and return this page by email to website@icfmalaysia.org