

ADVERTISING CONTRACT

BizData BOOK 2025



ADVERTISER INFORMATION

Company Name	
Mailing Address	
Physical Address	
Phone Number	
Mobile Number	
Email	
Name	
Job Title	
Merchant Certificate Number	
Company Industry	

Quantity	Size	Position	Total
Total Amount Due			\$

For sizes, rates and promotional options, please consult our media kit.

ADVERTISING TERMS AND CONDITIONS ACCEPTED AND AUTHORIZED BY:

Advertiser	PRCC Sales Representative
Name:	Name:
Signature:	Signature:
Date:	Date:

The invoice will be sent once the contract is fully completed and signed.

PAYMENT

<input type="checkbox"/> Check	Check Number:	Total Amount:	Date:
Check Payable to: Cámara de Comercio de Puerto Rico			
<input type="checkbox"/> Bank Wire Transfers	Account #:	Route #:	
<input type="checkbox"/> Credit Card:	<input type="checkbox"/> American Express <input type="checkbox"/> Master Card <input type="checkbox"/> Visa		
Credit Card Number			
Expiration Date (Month/Year):	ID Security Number:	Total Amount:	
Name on the card		Signature	

For more information or to participate in the rankings: bizdatabook.editorial@camarapr.net

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TERMS AND CONDITIONS

INSERTION ORDER

- All advertising bookings must be made through a written order specifying the details and size of the advertisement.
- The Puerto Rico Chamber of Commerce (PRCC) is not responsible for errors resulting from orders, cancellations, or corrections made verbally.

BILLING AND RATES

- All prices are net and applicable to both individual clients and advertising agencies.
- Invoices must be prepaid.
- Contractors must present a **copy of the Merchant Registration Certificate** and/or complete the legal forms required based on the origin of the company issuing the payment.

AD DELIVERY

- If artwork for a specific ad is not delivered, the PRCC will invoice the contracted space and fill the space as necessary.
- The PRCC offers graphic artist services free of charge; clients who require this service must notify us at the time of booking.

ARTWORK SPECIFICATIONS

- All ads must be submitted in **PDF format** via email.
- Artwork must be **camera ready**.
- The minimum size for the back cover is one full page.

CANCELLATIONS

- Cancellations of ads will not be accepted after the closing date.

CLAIMS

- Claims regarding invoices will not be accepted 15 days after the issue date.
- The PRCC will not be responsible for ads promoting products or services at incorrect prices.
- Price adjustments will not be made for errors that do not materially affect the value of the ad; any liability will be limited to the cost of the space occupied by the error.
- The publication of ads submitted after the closing date and time is not guaranteed. In such cases, the contracted space will be invoiced in full.
- Claims regarding changes in color tones will not be accepted.

CLOSING DATES:

EDITORIAL

- Deadline to submit forms to participate in the rankings: August 29, 2025

SALES

- Deadline to reserve ad space: October 10, 2025
- Deadline to submit artwork: October 24, 2025

PUBLICATION DATE

- December 2025

Initials:

Date:
