

ISP LEGAL ADVISORY SERVICE SUBMISSION FORM

This form is set as a template, when you wish to move to the next section please use the tab key.

To: The ISP	Fax: 020 7837 5326	Tel: 020 7837 5340	Email: submission@isp-las.co.uk	Pages:
Has this promotion been seen by the ISP before? Yes <input type="checkbox"/> No <input type="checkbox"/> If so please state the ISP Enquiry Number:				
From: Name: _____ Tel: _____ Title: _____ Fax: _____ Company: _____ E-mail: _____ I (Name), _____, Job-Title: _____ have checked the promotional material and to the best of my knowledge it is accurate and complete. Signed: _____ Date: _____				
ISP Member Yes <input type="checkbox"/> / No <input type="checkbox"/> Pre-paid Usage: <input type="checkbox"/> One-off query: <input type="checkbox"/> General query <input type="checkbox"/> Copy advice <input type="checkbox"/>				
Promotion Title: Market Sector: Product/Brand: Mechanic: Instant Win <input type="checkbox"/> Scratch Card <input type="checkbox"/> Price Promotion <input type="checkbox"/> Cash Back <input type="checkbox"/> Prize Draw <input type="checkbox"/> Free Mail-in <input type="checkbox"/> Loyalty Scheme <input type="checkbox"/> Free Trial <input type="checkbox"/> Competition <input type="checkbox"/> Self Liquidator <input type="checkbox"/> Coupon <input type="checkbox"/> Other (please specify)				
Describe the mechanic and exactly how the promotion will work: Please list all communication pieces: Will there be further items to see at a later date? Yes <input type="checkbox"/> No <input type="checkbox"/> if so, what /when?				
Specific issues to be addressed:				
To be completed by the ISP Response due date: _____ AM <input type="checkbox"/> PM <input type="checkbox"/> ISP ENQUIRY No: (Please state on all correspondence to ISP) Submission 1 <input type="checkbox"/> Submission 2 <input type="checkbox"/> Submission 3 <input type="checkbox"/> Submission 4 <input type="checkbox"/>				
Disclaimer The ISP Legal Advisory Service offers its best opinion on the basis of the information provided to it by members and on the basis of its understanding and interpretation of the prevailing laws and Codes of Practice and their practical application and enforcement. Incomplete information, particularly a failure to supply relevant facts and information, will make it difficult, if not impossible, for the ISP to give good professional advice. Although the ISP's legal service is run by knowledgeable experts with over 100 years collective experience of promotional marketing, neither the Institute nor its employees or consultants will accept any legal liability whatsoever for any error or omission in respect of the legal advice given. It is a requirement of making use of the LAS that these conditions are accepted as governing the provision of the service at all times.				