



MEMBER MAILINGS GUIDELINES

EBLASTS

Journalistic outreach to the CCA membership (press conferences, interview opportunities, roundtables, film/series premieres, etc.) are sent **free of charge** internally by CCA staff.

All For Your Consideration (FYC) membership outreach is sent via an approved mailing house. Costs are attached on both, the CCA side and the mailing house side. FYC eblast send frequency discounts will apply. **All** content must be pre-approved BEFORE being sent to the mailing house for fulfillment.

Please submit eblasts requests within three (3) days of the desired send date. Same day approval/send requests **cannot** be guaranteed.

For further details to schedule and/or purchase eblasts, please contact Kymber Allen at kymber@criticschoice.com or directly (310) 467-0705.

HARD MAILINGS

The CCA administrative fee of \$500 should be paid directly to the Critics Choice Association.

Please request approvals at least seven (7) business days out from your preferred mail/send date or a \$250 rush fee will apply.

Approvals are granted or denied via email within two (2) days of receipt of request.

APPROVALS

Please submit the following for approval to Kymber Allen: kymber@criticschoice.com.

1

Preferred mailing and/or eblast date
One-line description of item
Send to full membership or specific voting branch
Estimated value of item (not to exceed \$100)
Artwork/copy to be included in mailing

2

Once you receive CCA approval, please contact the mailing house of your choice directly (see below) to have your eblast or physical mailing facilitated. Reconfirm full membership or specific voting branch with the mailing house.

Hard mailing materials must be received (1) business week prior to requested mail date. Rush fees may apply.

3

Networks, Studios and Streamers must use one of the two CCA approved mailing houses. Mailing fees will apply and should be paid directly to the mailing house.

4

Please supply billing contact info to Kymber Allen at **kymber@criticschoice.com**. Include name of person processing payment, billing address, contact phone number and email

The CCA does not limit the type of materials that companies may send to our members. Screening invites, calendars, DVDs, digital screeners, promotional items, etc., are all acceptable as long as they are pre-approved.

Please do not send unapproved content to the mailing houses.



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