

Scottish Government – Don't Give Fire a Home Campaign

Material Order Form

1. Size of Housing Stock

2. Preferred tenant communication to insert fire safety leaflet (please tick)

Annual Report

Newsletter

Door Drop

Other Direct Mail

Rental Statement

3. Insert deadline (for guide) and copy deadline (for editorial) for preferred option above

Insert Deadline

DD/MM/YY

Copy Deadline

DD/MM/YY

Please indicate quantities of material necessary*:

<u>Medium</u>	<u>Quantity</u>	<u>Agreement</u>
Fire Safety Guide*	As per housing stock	Y/N
Fire Safety Paint Swatch*	10% of housing stock	Y/N
Fire Safety logo for your website (clicks through to Fire Safety website)		Y/N
Editorial for Newsletter		Y/N
Image to run with Editorial		Y/N

*please note that we cannot guarantee to deliver you this exact quantity. This is subject to availability and frequency of prints.

4. Most relevant contact to discuss the above:

Title	<input type="text" value="Mr / Mrs / Miss / Ms"/>	Position	<input type="text"/>
Name	<input type="text"/>		
Phone	<input type="text"/>		
Email	<input type="text"/>		

Please return your completed form to Andrew Lumsden on firesafety@leith.co.uk or on fax number 0131 561 8601. Alternatively post to:

Andrew Lumsden
Project Manager
The Leith Agency
37 The Shore
Leith
Edinburgh EH6 6QU