

Personalized Brochure Order Form

Brochure Instructions:

1. Choose the type of brochure you want to order (see samples online at www.icgnews.com/brochures.html).
2. Fill out this order form. On this order form, you will indicate your text selections for the brochure, construct your biography (if you want one), and provide your personalization information. A copy of the sample text selections can be found at www.icgnews.com/brochures.html.
3. Send the completed order form, along with your photo (please do not staple or paper clip it to the order form), to:
Integrated Concepts Group, Inc.
Brochure Order
29777 Stephenson Highway
Madison Heights, MI 48071
4. A proof of your brochure will be faxed to you within one week of receipt of your order. You will be able to make any changes to the brochure at that time. Once all your changes are made and approved by you, you will be sent a clean proof along with an approval form.
5. Your brochures will be shipped to you via UPS ground service within two weeks of receiving your final approval.

1. Personalization Information:

Company Name: _____

Individual Name and Title(s): _____

Should company name or individual name be listed first? Company Individual

Will you be submitting a logo for the brochure? Yes No

(Logos must be in TIFF, EPS, or JPG formats. You may e-mail the logo to CSR@ICGNews.com or send the logo on a disk.)

Address: _____

City/State/ZIP: _____

Phone/Toll-Free Number/Fax: _____

E-mail Address: _____

If more than one individual will be included in the brochure, please list each individual, title, phone number, and e-mail address:

#1	#2	#3
#4	#5	#6

2. Type of Brochure:

There are six different formats to choose from (pricing can be found on page 5 of this form). Please go to www.icgnews.com/brochures.html to view samples of the different formats. Check your selection below:

- Calculator 4" x 9" Trifold
- Calculator 8 1/2" x 11" Bifold
- Chess Piece 4" x 9" Trifold
- Chess Piece 8 1/2" x 11" Bifold
- Compass 4" x 9" Trifold
- Compass 8 1/2" x 11" Bifold

3. Biography for Brochure:

You may include a personal biography in your brochure. You can either use one of the samples on page 3 or submit your own biography. If submitting your own biography, please attach a separate, typewritten sheet with the biography, or e-mail the biography to CSR@ICGNews.com. Each individual may have a biography in the brochure.

Biography Samples:

#1

_____ is a(n) _____ with _____, joining the company in _____. He/She graduated from _____ with a major in _____ in _____.

_____ provides a variety of services to his/her clients, including:

- Investment Analysis
- Retirement Planning
- Estate Planning
- Pension Plan Review
- Personal Financial Planning
- College Funding Analysis

_____ believes that successful management of your finances today is the key to the lifestyle you and your family will enjoy — or endure — tomorrow. He/she would be happy to assist you with any of your financial needs.

#4

_____ provides a wide variety of financial services through _____. _____ joined _____ in _____ after obtaining a _____ degree in _____ from _____.

_____ enjoys a close working relationship with his/her clients, emphasizing quality service and objective advice. Whether you need to develop a long-term financial plan from scratch or just want an answer to a specific question, _____ is always available to assist his/her clients.

He/She believes in contributing to the community and is active in many organizations, including _____.

#2

_____ provides a variety of financial services to his/her clients through _____.

_____ wants you to consider him/her as your resource for any of your financial services needs and hopes you will call whenever you need help or advice. Successful management of your finances today is the key to the lifestyle you and your family will enjoy tomorrow. _____ would like to be of assistance in helping you join the minority who feel in control of their finances, not controlled by them.

Feel free to call _____ anytime.

#5

_____, through _____, offers a wide variety of financial products to his/her clients. However, the most important “product” he/she offers is service to his/her clients. His/her service helps his/her clients decide which financial products fit their unique financial situation. His/her service compels him/her to get to know his/her clients well, so he/she can make sure the investment program is specifically tailored to each client’s financial situation. His/her service prompts him/her to schedule annual meetings with clients to rethink past decisions to ensure they are on target with financial goals. And it is his/her service that allows him/her to earn the trust and support of his/her clients. Please call _____ to assist you with any of your financial services needs.

#3

_____, through _____, is committed to providing the finest services and investment advice to his/her clients. He/she specializes in serving the needs of high-net-worth individuals, successful professionals, business owners, and retirees. _____ is highly knowledgeable in the areas of tax-advantaged investing, retirement planning, financial planning, and professional money management.

After obtaining a _____ degree in _____ from _____, _____ joined _____ in _____.

Feel free to call _____ to assist you with your financial needs.

#6

_____ has served his/her clients at _____ since _____. His/her services are extensive and include financial planning, investment analysis, estate planning, tax planning, and retirement planning.

Much of _____’s success comes from clients and professional colleagues mentioning _____ to their friends and associates. If you hear someone say, “I really need help with my investments” or “I need to come up with a formal financial plan,” or “I need to seriously start thinking about funding my retirement,” please remember to give this person _____’s name and phone number. He/she appreciates the assistance and is committed to providing outstanding service to all of his/her clients.

4. Text for Brochure:

You may select sample text or submit your own text. You can obtain the sample text by visiting www.icgnews.com/brochures.html. You can also call 1-800-338-4329 and we will fax the information to you. When selecting text for your brochure, please be sure to keep your text within the following point values:

- 8 1/2" x 11" Bifold — 220 points
- 4" x 9" Trifold — 175 points

Each biography is 25 points and each photo is 10 points. Please indicate your text selections below, **listing the code numbers in the order in which you want the text to appear**:

Photos: Number of photos _____ times 10 points = _____ points

Biographies: Number of biographies _____ times 25 points = _____ points

Please be sure to list **where** the biographies should appear in the brochure.

<u>Code Number</u>	<u>Points</u>	<u>Code Number</u>	<u>Points</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TOTAL POINTS: _____

5. Photos:

Are you submitting photos for inclusion in your brochure? yes no

If yes, how many photos are you submitting? _____

You may submit as many photos as you would like for inclusion in the brochure. Please send only high-quality photos taken by a professional photographer. Do not glue, tape, staple, or paper clip the photo to the order form.

6. Quantity:

Please indicate the number of brochures you are ordering (price list below) _____

Cost of brochures (quantity times per copy cost below) _____

Minimum quantity is 300. You may order in any increment after one. You will also be billed for actual UPS charges to ship the brochures to you.

THE COST PER COPY FOR EACH BROCHURE TYPE FOLLOWS:

<u>Quantity</u>	8 1/2" x 11"	4" x 9"
	<u>Bifold</u>	<u>Trifold</u>
300-499	\$3.95	\$3.65
500-999	2.70	2.50
1000-1499	1.45	1.30
1500-1999	1.05	.95
2000-2499	.80	.70
2500 and over	.70	.65

7. Authorization and Payment (credit card orders only):

Charge to: Visa MasterCard American Express Discover

Card number _____ Expiration date _____

Name as it appears on credit card _____ ZIP code of billing address _____

Signature _____

Note: Your credit card statement will identify charge as "Integrated Concepts"

Mail this order form, along with your biography, photo, and business card to:
Integrated Concepts Group, Inc.
29777 Stephenson Highway
Madison Heights, MI 48071
Fax: (248) 582-1850
E-mail: CSR@ICGNews.com

Please call 1-800-338-4329 if you have any questions.

Please note: A draft of your brochure will be faxed to you within one week of receiving your order form. Brochures will be shipped within two weeks of your final approval.