



SERVING AMATEUR THEATRE SINCE 1899

NATIONAL OPERATIC and DRAMATIC ASSOCIATION
Headquarters : NODA House, 58-60 Lincoln Road, Peterborough PE1 2RZ
Telephone: 01733 865790 Fax: 01733 319506
e-mail: info@noda.org.uk website: www.noda.org.uk

ADDRESSES OF SOCIETIES & INDIVIDUAL MEMBERS

Thank you for your enquiry about the NODA mailing list.

The Association's computerised mailing list consists of:

- 2125 amateur theatre groups affiliated to the Association;
- 1860 Individual/Joint Members;
- 17 Councillors and 170 Area Committee Members, across the UK.

We do not provide lists of names and addresses for general distribution, but we can provide each address on an individual self-adhesive label for those wishing to send out a general mailing. We can supply labels for Societies only, and/or for Individual Members, and for the whole country or just for individual counties or Areas. We regret we are unable to select societies which present only certain types of production, eg. Gilbert & Sullivan, grand opera, plays, pantomimes etc. All mail-outs must include labels for the appropriate Councillors/Area Councillors to keep them informed; these are provided free of charge.

The cost of the service is as follows:

| Delivery by seven days | Price per 100 labels | Full List |
|-------------------------------|-----------------------------|------------------|
| AFFILIATED SOCIETIES | £20.00 + VAT | £300 + VAT |
| INDIVIDUAL MEMBERS | £20.00 + VAT | £300 + VAT |
| SOCIETIES and INDIVIDUALS | £20.00 + VAT | £450 + VAT |

Labels are despatched by Second Class post. For 24-hour delivery a charge of £6.00 will apply.

We require cash with order, so contact Jane Flew (tel: 01733 865796 fax: 01733 319506 email: jane@noda.org.uk Monday to Friday 9am to 5pm) for a quotation if you require only a portion of the full list. You are also required to complete and sign the order form before the labels can be despatched.

Please note that the copyright names and addresses are rented from us strictly for a one-off mailing; the labels are 'seeded' to detect further unauthorised use.

There is a special 50% discount rate for affiliated societies wishing to contact other members for show announcements etc. There is also a special 10% discount rate for corporate members wishing to contact members for announcements etc.



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ORDER FORM FOR MAILING LIST LABELS

To: National Operatic and Dramatic Association
NODA House
58-60 Lincoln Road
Peterborough PE1 2RZ

Please supply me with the following addressed labels:

- Societies _____
- Individual Members _____
- NODA Councillors and Regional Representatives as appropriate
- I require Royal Mail Special Delivery

I enclose a cheque for £ _____ (made payable to NODA), and agree to abide by the conditions set out below.

Signed _____ Name _____

Address _____

Telephone _____ Date _____

IMPORTANT – PLEASE ATTACH A COPY OF THE ITEM(S) YOU INTEND MAILING (SEE CONDITION 3 BELOW) – LABELS ARE NOT SUPPLIED UNTIL THIS HAS BEEN DONE

CONDITIONS ON WHICH LABELS ARE SUPPLIED BY NODA – failure to observe the conditions renders the recipient liable to defensive action by NODA.

1. The labels are valid only for a period of three months from the date on this form.
2. Under no circumstances may the addresses be copied from these labels and used later, as one-third of the secretaries on the list change in any year and those who resign then complain if still receiving mail from unauthorised sources. YOU MUST APPLY FOR A NEW SET OF LABELS FOR EACH MAILING. Names and addresses supplied are ‘seeded’ to detect further use.
3. It is essential that NODA approves the precise content of any mailing, to avoid the possibility of having to issue a disclaimer concerning unauthorised literature. NODA is unable to accept any order for labels where the intention is to promote insurance for amateur societies, pantomime scripts or summer schools.
4. The National Operatic and Dramatic Association is registered with the Data Protection Commissioner and abides by the Data Protection Act 1998. Any attempt to reproduce, store in a retrieval system and transmit in any form or by any means electronic, mechanical, photocopying, recording or otherwise without the prior permission of NODA will be deemed to be unfair processing of the data and as such an infringement of the Data Protection Act.

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| For office use only Authorised by _____ | Date _____ |
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