



SUBMISSION DEADLINE – FEBRUARY 2, 2024

Agency Account Rosters

Med Ad News gathers information for the annual report on healthcare communications agencies and networks, and the upcoming Manny Awards.

Due by February 2:

Please review, update, and submit an Excel Chart(s) and/or Word document(s) – which is the account roster(s) – as reflected by what your agency submitted for the April 2023 edition of *Med Ad News* and is distributed to your agency’s representative for this process.

If you did not submit the Roster last year, or you do not have a copy of the file(s) that your agency submitted in the first quarter of 2023, please contact Maria.Fontanazza@medadnews.com. You can also download the [2023 Excel Roster template here](#).

Please note, these documents can serve as part of the Agency of the Year and Agency on the Rise evaluation process, therefore providing more details is more valuable than providing less data.*

Additional Instructions (for the Excel spreadsheet):

- In the column titled ‘STATUS OF ACCOUNT’, please indicate for the ‘ACTIVE ACCOUNTS’ for the April 2023 rosters whether they are active, inactive, lost, resigned (accounts terminated by the agency), converted to project, or project completed in the past year.
- If any accounts were won in the past year, please indicate so at the bottom of the Excel list under the heading ‘NEW ACCOUNTS’ in alphabetical order by client name and by product name.
- Please note any updates, comments or changes in the ‘COMMENTS’ column.
- *Fields F through AM are optional

Submission Instructions:

Please email the account roster submission to Maria.Fontanazza@medadnews.com by February 2, 2024. Materials should be clearly labeled with the agency name and a brief description of its contents. I.e., AgencyName_AccountRoster_2024.xls

*If you would like the agency roster to remain off-the-record, please specify both in the Excel/Word document as well in the email communication.

Please adhere to the category submission requirements and deadline dates. Failure to do so could jeopardize your opportunity to appear on the Manny Awards voting site. Entry fees are non-refundable.