

2023 HBO University/College Property Rebates

2023 HBO Launches/Activations & Renewals with a 1-year minimum commitment (eff. Jan 1 – Jun 30, 2023)

Claiming for your rewards is now easier than ever!

1. Visit www.HBOBulk.com and click on the **Universities** tab to access forms/information.
2. Click the Submit button for the University/College rebate form to complete the digital form for electronic submission.
3. Complete the form for each property submission, upload attachments and follow all steps/instructions.
4. You will receive an e-mail from HBO.VM@warnermedia.com requesting property's W9/ACH information.
5. You are all set! Please allow 6-8 weeks for review and payment processing.

STEP-BY-STEP INSTRUCTIONS

- **STEP 1:** Click on the University/College Property Rebate form to submit electronically.
- **STEP 2:** Complete the form in its entirety and digitally e-sign at the bottom of the form.
- **STEP 3:** Attach the required documents: fully executed agreement signed by the property and distributor, billing statement (*if required field*), and additional documents if applicable (*i.e., addendum*)

IMPORTANT: File size limit is 5MB, either reduce the file size OR split the agreement and attach as an additional file if size exceeds 5MB.

- **STEP 4:** E-sign the document and provide your e-mail address once all required fields have been completed.

Select "Click to Sign" → You will be prompted to enter your e-mail address → Select "Click to Sign"

IMPORTANT: Make sure you are using a valid e-mail address and it is the same as what was entered on the rebate form; you will be required to validate the submission through Adobe Sign in order for the forms to be submitted to HBO for payment review and processing.)



Enter Your Information

Please enter your email and then click to sign this document.

Email

Cancel Click to sign

- **STEP 5:** Check your inbox for an e-mail from Adobe Sign to confirm your e-mail address & click on **“Confirm my email address”**.

IMPORTANT: Make sure to check your spam folder & add echosign@echosign.com e-mail address in your safe list, if needed.)

- **STEP 6:** Once you confirm your e-mail address, you will receive a final confirmation indicating your documents have been submitted and received by HBO. It will include a copy of the submitted documents for your records.

If you have any questions or issues, please reach out to our processing team at:

HBOBulkSubmissions@warnermedia.com

Thank you for your continued support of HBO!