

BizCard Billboard Ad

Date: _____

Enter your current contact information below:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

EMAIL: _____

WEBSITE URL: _____

<p style="text-align: center;">AD COPY <u>Check One Below</u></p> <p>_____ My Business Card Card enclosed with order</p> <p>_____ Text Only Box Create a plain text box from the information on this order</p>

-----CUT HERE: MAIL TOP-PORION OF FORM WITH YOUR CARD & PAYMENT -----

Biz-Card WebAd Policy & Terms ~ Biz-Card Ad: \$20.00 per year

- **Placement:** All biz-cards for our sponsors randomly rotate on the Main Page of the MDGS Website, with a new card image appearing each time the page is loaded. The cards are also showcased on the Biz-Card Billboard page of the site.
- **Duration:** Biz-Card Ads run for one-year, starting the first day the card is published on the MDGS BizCard Billboard. A confirmation notice is sent to the sponsor, provided an email contact address has been provided with the order. Orders received without an email address should allow 2-3 weeks processing
- **Renewals:** We do not bill for renewals. It is the sponsor's responsibility to remember when their ad is ready to expire. Expiration dates appear with each card listed on the Biz-Card Billboard.
- **Notifications:** You will be notified when your card has been added to the website, provided your contact email address has been included with your order. We do not bill for renewals.
- **Email Policy:** Your privacy, as well as ours, is important to us. Therefore, the MDGS Web will contact you by email only in regards to your order, or existing ad. Please be sure your email program is set to accept messages from the MDGS email address: **webnanny@mdgs.org**
 - All messages sent from the MDGS Website will include the phrase, **MDGS Web:**, plus the topic, in the subject line of the email message.
– ie: **SUBJECT: MDGS WebAd Confirmation.**
 - When contacting the MDGS Editor about your listing, include, **My WebAd**, in the subject line of your message, or it may be inadvertently mistaken for spam, and automatically deleted.

Send the completed top-portion of this form, along with your business card, *if you have one*, and your check or money order, in the amount of \$20.00, payable to: **MDGS**

Mail To: MDGS Biz-Card Ads
4855 E Riverside Drive
Lyons, MI 48851
