



1802 Appleton Road ♦ Menasha, WI 54952-1110 ♦ (920) 997-3272 ♦ FAX (920) 832-5297

Web Site Advertising Agreement and Contract

Advertisement Description:

Employer may sign up for a contract period of one (1), two (2) or three (3) month duration for a single advertising space on the Fox Cities Workforce Development Center web site. The advertisement will appear on the web site Home Page and subsequent pages on the introductory bar next to the Center's Logo. This advertisement will be in a random rotation with up to 6 other advertisements (a new ad appearing when the page is refreshed or a new page is linked to).

Advertisement size: 400 pixels wide by 40 pixels high (.gif or .jpg format) 10 kb or less file size, animations acceptable.

Advertisement may contain: Company logo, Slogan, Individual Company web site link, general information about the company that can fit into the advertising space described above.

Cost:

For a one (1) month contract: \$50 per month.
(Design services are available at extra cost.)

Make Checks Payable To: **Fox Valley Workforce Development Board, Inc.**

Terms:

- ♦ A completed and signed advertising contract, all camera-ready artwork for advertisement and basic ad information/layout, should be sent to:
Fox Cities Workforce Development Center
Attn.: Employer Relations Committee-Web Site Workgroup
1802 Appleton Road
Menasha, WI 54952
The above information needs to be received at least three (3) weeks before the date that your contract will start.
- ♦ Once your advertisement is placed on the web site, no changes shall be made for the remainder of your contract time, unless a fundamental error has been made, and it needs to be corrected.
- ♦ Advertising on the web site is on a first-come first-served basis. To give all interested parties a fair chance, automatic renewals are not to be expected. If your advertisement is currently being featured, you may not reapply for another contract until 3 weeks before your current contract ends. If you are *not* currently being featured, you may submit your contract as soon as you wish, but no later than 3 weeks before your contract time is to begin.
- ♦ You will receive a notice in the mail confirming your advertising contract's acceptance, and informing you of your scheduled feature months, **or** you will receive a notice (either by mail, phone or fax), requesting that you select an alternate contract time, depending upon space availability. **A check for the cost of the advertising must be paid in full to the address above within one week of receiving your confirmation notice, or your reservation will be cancelled for that contract period.**



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Web Site Advertising Agreement and Contract (pg.2)

Company Name: _____
Contact Name: _____
Contact Phone #: _____
Date contract was sent: _____

Contract duration requested (3 months maximum):

START:
Month: _____ Year: _____
DURATION (maximum 3 months): _____ month(s).

Content of advertisement: (please check all that apply)

- Company Logo
- Company Address & Phone Number
- Company Slogan
- Company Web Site Link: _____
- Photograph or Graphic
- Timely Information (ie Company Anniversary, Grand Opening, Relocation, etc.): *(please list)*

 Other (please list): _____

I / We have thoroughly read, understand and agree to all of the terms and rules mentioned in the Web Site Advertising Contract and Agreement put forth by the Fox Cities Workforce Development Center, Menasha, WI. I / We would like to enter into this contract for the term described within the Contract and Agreement, and will make payment for the full amount of the advertising cost mentioned in the contract of: \$_____ . _____ within one week of contract acceptance, or else forfeit this contract and all agreements made within. (I / We further understand that if we forfeit a contract, I / we may reapply for a forthcoming contract term.)

Signature of Advertiser: _____
Name of Advertiser (please print clearly): _____
Date Contract Signed: _____

PLEASE DO NOT WRITE IN SPACE BELOW: IT IS FOR OUR OFFICE USE ONLY. THANK YOU!

Signature of Contract Acceptance: _____
Date Acceptance Signed: _____

Deadline for Contract Fee Payment Receipt:
This amount: _____ needs to be paid in full by: _____
otherwise the contract will be forfeited.