



Address: 1862 Eglinton Ave. West
 Toronto, Ontario
 M6E 2J4
 Phone: 416-789-1835
 Fax: 4165-789-1835
 Web: www.vorkbia.com

Advertising Request

Advertising Insertion Form

Name: _____

Address: _____ City: _____

Province, Postal Code: _____

Telephone: _____ E-Mail: _____

Advertising Required

Banner Newsletter

Terms Of Use

Terms and Conditions:

1. All ads must be prepaid.
2. Site ads must be received at least seven days prior to the start of the month, and will be posted by the first business day of the month.
3. Newsletter ads must be received at least seven days prior to printing.
4. NO SPECIAL PLACEMENT OF ADS IS PROVIDED.
5. Please review and proofread your ad carefully; we are not responsible for errors. YorkBIA will assure that the necessary information, dates, data, and other content will be delivered complete, on time, and error-free according to this contracted agreement.
6. Changes to ads are accepted, within reason.
7. Payment is accepted by check or money order. Please make checks out to Yorkbia.com.
8. Website Run-time: The run-time of this agreement is based - if nothing else was stated to you by YorkBIA.com in written form - on the booking period of 3 months, at a cost of \$100. The contract is payable in advance. At the end of that period we will contact you to determine if you wish to contract for the next period.
9. Newsletter Run-time: The run-time of this agreement is based - if nothing else was stated to you by YorkBIA.com in written form - for one Newsletter only, at a cost of \$100. The contract is payable in advance. Before the printing of the next Newsletter we will be contacted .
10. We reserve the right to reject or withdraw an ad at any time. (If for any reason an advertisement is withdrawn, any unused portion of the payment will be refunded.)
11. Clicking the I Accept button on the advertising insertion order form indicates your acceptance of these terms.

I Accept I Don't Accept

Manager Approval

Signature: _____ *Date:* _____

Comments:

Office Use Only

Manager Signature:

Date: