



PITTSBURGH HUMAN RESOURCES ASSOCIATION

Vendor Services Directory

www.pittsburghhra.org

VENDOR

CONTACT

TITLE

MAILING ADDRESS

CITY STATE ZIP

DAYTIME PHONE

E-MAIL ADDRESS

WEB SITE

CONTRACT TERMS:

Basic _____

Enhanced _____

Additional Categories - Categories can be found on the PHRA Website. List categories below.

PAYMENT: PHRA Member: Yes No

Total Amount Due: \$ _____

_____ Check enclosed (Make payable to PHRA)

Please charge my: ___AMEX ___Mastercard ___Visa

Card Number Exp

Cardholder Name

Billing Address

Billing City/State/Zip

E-mail (for receipt)

Signature

Basic Listing	Good for 12 months upon submission
* 50-word description of your company's products and services including the contact name and phone number listed in two product categories.	\$100 for members \$175 for non-members
Enhanced Listing	Good for 12 months upon
* Company logo up to 200 pixels wide by 100 pixels high in JPG or GIF format * Live link to web site or email address * Up to a 250 word description of your company's products and services including key contact information address, phone, fax, and website or email included in two product categories.	\$175 for members \$225 for non-members

***Additional product categories listings can be purchased for \$50.00 per listing.**

ADVERTISING POLICIES:

Duration of the agreement: Advertiser's advertisement will commence on a start date to be mutually agreed upon by the advertiser and PHRA. Advertising commitments are valid according to frequency selected from the date of initial posting.

Payment Terms: Advertiser agrees to pay the contract amount in full prior to the start date. This fee is non-refundable and will not be pro-rated should the Advertiser decide to discontinue the display of the advertisement at any time prior to the end of the contract period.

Service interruption/limits of liability: Advertiser agrees to not hold PHRA responsible for any liability, loss, cost, claim, damage, or causes of action of any kind that it may suffer as a result of the transactions contracted herein, including but not limited to loss resulting from service delays and incomplete or interrupted service, regardless of cause of fault. PHRA's liability is limited to extension of contract by period of time ad failed to display.

The advertiser is responsible for providing all information and digital artwork to meet specifications. PHRA reserves the right to determine suitability of all ads submitted for distribution, and to reject advertising that does not meet editorial or digital criteria. Ads must be GIF or JPG graphic files. Changes to ads may be made only at the end of each quarter. Please contact the PHRA office for placement options before sending graphic files.

Advertiser's agreement to terms and policies specified above:

SIGNATURE TITLE DATE

Return to 425 Sixth Ave, Ste 1650, Pittsburgh, PA 15219

Fax: 412-261-0773

E-mail: llamping@pittsburghhra.org