

**2018 OAK RUN WEBSITE
BUSINESS DIRECTORY ADVERTISING APPLICATION**

To submit a business ad, please fill in the following information and drop off or mail your application with payment to the Oak Run Association office. Checks should be made payable to Oak Run POA.

The term of the yearly agreement is January 1 through December 31, 2018. The rate for those applications received prior to December 15, 2017, will be \$120.00 if renewing an ad already in place, with no changes. Changes to existing directory ads will be charged a \$15.00 administration fee.

New listings will be \$120.00 plus a \$15.00 set up fee. Those applications received after the deadline will be charged the \$15.00 administration fee and be prorated at \$10 per month.

Your business directory advertisement will be listed in alphabetical order and by category according to service provided. A hyperlink to your website and/or email address will be provided.

Name of Business: _____

Address: _____

Phone: _____ **Cell:** _____ **Fax:** _____

Website Address: _____ **Email:** _____

Category of Business: _____
(i.e. Construction, Landscaping, Real Estate, Financial, etc..)

Services Offered or Business Slogan: (limit 15 words)

The following information is required with payment:

Term of listing: _____ **Payment Amount:** _____

Association mailing address:

**Oak Run POA
1470 Knox Rd. 1725 North
Dahinda, IL 61428**

**2018 OAK RUN WEBSITE
BUSINESS DIRECTORY ADVERTISEMENT POLICY**

- Refunds:** No refunds will be given after the advertisement has been listed.
- Changes:** All changes to existing listings will be charged a \$15.00 administration fee. Fee is payable before changes will be made.
- Prorating:** Prorating will be by periods of a month. A \$15.00 administration fee will be charged to all prorated ads which are made for terms less than one-year.
- Categories:** Those requesting to be listed in multiple categories will be charged the full rate of an additional ad.
- Term:** Applications with payment must be submitted by the 15th day of the preceding month that the ad is to run.
- Renewal:** Renewal notices will be sent prior to November 1, 2018. Payment for the following year (2019) will be due by December 15, 2018.
- Disclaimer:** The Oak Run Property Owners Association reserves the right to reject any application submitted. Advertisements submitted shall be of style, content, and substance commensurate with good taste and not likely to be offensive to the Oak Run property owners on the basis of moral, cultural, or social values.