



# Bedford Business Association

## *Web Directory Order Form*

This form is to be filled out by the business wanting to have a BBA web page created. Please complete this form and mail or fax this to the BBA office. Your request will be processed and you will be contacted by our web specialist to start the process of developing your BBA web page.

There is a one time fee of \$125 to create and place your page. \$100 for the design of your page and \$25 to host your page. You will then be charged \$25 annually to have your page hosted on the BBA web site.

Each page will have the BBA banner across the top and the BBA navigation down the left side. To help visualize what size your page will be, your business content will fill roughly 75% of a standard sheet of 8 1/2 x 11 piece of paper. This may vary some but this is the size we will be keeping the web pages at. This web page will be active and visible for 365 days, 24 hrs a day and in full color.

Some examples of information to place on your web page include: contact information of all types, specific services you provide, specials or promotions your business may be promoting, logo, photos, (there is a limit of 3 pieces of scanned art).

This is a great tool for your business to use so please take some time and think what you would like your page to include. ***Good Luck with your BBA web page.***

Business Name: \_\_\_\_\_

Business Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address of business: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Type of business: \_\_\_\_\_

Email address for business use: \_\_\_\_\_

Signature of member: \_\_\_\_\_ Date: \_\_\_\_\_