

The Human Resource Professionals of Central PA (HRPCPA) introduces *HRPages*, a valuable service for our human resources industry. Its purpose is to serve as a directory of vendor, consultant and other HR services. HRPCPA accepts ad listings for the directory from individuals and companies who would like to inform human resource professionals about their products and/or services.

Deadlines for *HRPages* advertising is the first day of each month.

Advertising Policy

Advertising will be accepted in *HRPages* subject to the following guidelines:

- Advertisements must be received by the first of the month, and will be published within one week of receipt.
- Advertisements will be accepted for products or services thought to be of interest to HRPCPA.
- An invoice will be mailed to the address provided and is due upon receipt. Credit card payments are also acceptable.
- Initial review of proposed advertisement will be made by the Communications Director.
- Questions or problems regarding proposed advertising should be directed to the Communications Director.
- The HRPCPA is only responsible for providing advertising space, and is not liable for the content of advertisements appearing in *HRPages*.
- A signed contract must be submitted with each advertisement prior to publication.
- The advertisement will remain posted as long as the advertising contract is paid in full and remains active.

Rate Schedule

Display Ads

Rates:

Member \$50.00 (one-month ad listing)
Non-Member \$75.00 (one-month ad listing)

Requirements:

- Electronic files are preferred. PC format is preferred, but MAC is accepted. Acceptable file formats for logos are Adobe Photoshop, .eps, .jpg, or .tif files. There will be a \$58 per hour charge for unusable graphics that must be reformatted.
- Logos must measure 1" in width.
- Please be sure that any files submitted are low resolution (72 dpi) and are at 100% size.
- Send your company description in a word document. The description should be 600 characters maximum.

If and when new advertising rates are announced, current advertisers will be protected at the specified cost for the period of their contract, after which they will be subject to the prevailing rates.

Advertising Contract

Company Name: _____

Contact Name: _____ E-mail Address: _____

Company Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Please specify length of time you would like your advertisement to be posted: **3 months** **6 months** **12 months**

Payment Method

Visa MasterCard Amex

Credit Card Number: _____

Expiration Date: _____ Name on Credit Card: _____

Please invoice me at the company address above.

When signed, this is a legally binding contract, with cancellation at the Human Resource Professionals of Central PA's discretion.

(Signature of Advertiser)

E-mail or Fax to:
Dawn Losiewicz
HRPCPA
777 East Park Drive
PO Box 8820
Harrisburg, PA 17105-8820
Fax: 717-558-7845
E-mail:
hrpofcentralpa@pamedsoc.org