



# City Volunteers

A web resource for community service organizations and their volunteers.

P.O. BOX 0056  
ALLSTON, MASSACHUSETTS 02134  
<http://www.CityVolunteers.org>

File No. \_\_\_\_\_  
Date Rec'd \_\_\_\_\_

## Submission: Banner Ad

### I. Instructions

State your organization here. Instructions for submission follow.

**Organization Name:** \_\_\_\_\_

Is your organization indexed in an affiliate's website?  Yes - Please continue. What city? \_\_\_\_\_  
 No - Stop. You must first submit your organization listing through your local affiliate.  
Please go back to <<http://www.CityVolunteers.org>> and link to your local affiliate.

**Option A:** Supply a banner graphic by email:

- 1) Form completion: **ACROBAT (full version only):** Complete and save an electronic copy of this form.  
**ACROBAT (READER only version):** We recommend downloading the .doc form so that you can submit by email.
- 2) Submission: Email electronic files including the banner graphic files to: <[submissions@CityVolunteers.org](mailto:submissions@CityVolunteers.org)>. (If all else fails, mail printed forms to the address above, Attn: Submissions, City Volunteers.)
- 3) Payment: Make checks payable to City Volunteers. Send payment to the above address, Attn: Admin, City Volunteers.

**Option B:** Develop a banner graphic with the assistance of City Volunteers.

- 1) Please make an inquiry by email to: <[submissions@CityVolunteers.org](mailto:submissions@CityVolunteers.org)>.

**Specifications:** Banner graphics will be converted to 560px wide by 70px high for 72ppi display in GIF format. It is recommended that a link accompany the ad.

**Payment:** Banner ads are currently fee free.

### II. Administrative Information

The information provided below will be kept on file at City Volunteers. Not for distribution.

#### Submitter

|             |          |       |                     |
|-------------|----------|-------|---------------------|
| Name:       | Address: |       |                     |
| Position:   |          |       |                     |
| Phone:      | Fax:     | City: | State: MA      Zip: |
| Email:      |          |       |                     |
| Additional: |          |       |                     |



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### III. Banner Ad Information

This information comprises a private record and enables us to post your banner ads.

#### Banner Ad #1

|   |  |
|---|--|
| Graphic file name: _____  | Submitted by: <input type="checkbox"/> Email to <submissions@CityVolunteers.org> |
| Format: <input type="checkbox"/> jpg <input type="checkbox"/> gif <input type="checkbox"/> tif <input type="checkbox"/> pct <input type="checkbox"/> other: _____ | <input type="checkbox"/> Other: _____  |
| Banner http or email link: _____  | Display begins:<br>Display ends:<br>Total # days displayed:                      |

Banner ads are currently fee free.

Ad #1 Fee  
\$ 0.00

#### Banner Ad #2

|   |  |
|---|--|
| Graphic file name: _____  | Submitted by: <input type="checkbox"/> Email to <submissions@CityVolunteers.org> |
| Format: <input type="checkbox"/> jpg <input type="checkbox"/> gif <input type="checkbox"/> tif <input type="checkbox"/> pct <input type="checkbox"/> other: _____ | <input type="checkbox"/> Other: _____  |
| Banner http or email link: _____  | Display begins:<br>Display ends:<br>Total # days displayed:                      |

Banner ads are currently fee free.

Ad #1 Fee  
\$ 0.00

#### Payment

Total amount due = \$0.00  
Make checks payable to City Volunteers. Send payment to Attn: Admin, City Volunteers, P.O. Box 0056, Allston, MA 02134