



Advertising Request Submission Procedures/Form

Advertisement Packages:

***MWMCA's weekly e-newsletter goes out to over 17,000 contacts, your advertisement will remain on our website until your advertisement expires. ***

Type of Advertisement	Weekly E-Newsletter	Website M/WBE Bid Section	Website Bid Ticker	Website Event Calendar	Website Event Ticker	Website Information Page	One Page Attachment	Linked to a Page on Advertisers Website	Targeted E-Alert (one)
<input type="checkbox"/> Invitation to Bid	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
<input type="checkbox"/> Request for Proposal	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
<input type="checkbox"/> Event	Yes	No	No	Yes	Yes	No	Yes	Yes	Yes
<input type="checkbox"/> General Information	Yes	No	No	No	No	Yes	Yes	Yes	Yes

General Information Needed to Advertise (please complete all requested information below):

Your information has to be received no later than Thursday, before at 12:00pm noon, to be included in following week's e-newsletter. Our e-newsletter goes out once a week on Tuesdays at 9:30 AM.

Start Date:_____ End Date:_____ Start Time:_____ End Time:_____

One-Page Attachment Included: Attachment: ☐ yes ☐ no (**Ex.** Invitation to Bid, Request for Proposal, Event Flyer, General Information). Please email to amckelvin@mwmca.org and info@mwmca.org (one-page attachment can be either pdf format or Microsoft Word). Include "Advertisement" in subject field.

Additional Attachments ☐ yes ☐ no (\$20.00 per page)

Website address/page to link advertisement to: _____

One (1) targeted e-alert is included to construction divisions, suppliers, or service providers that you designate on your advertisement. Will your logo be included on targeted e-alert: ☐ yes ☐ no - Please email to amckelvin@mwmca.org and info@mwmca.org. Your logo must be at least 300dpi.

Contact Person for questions about this Advertisement: _____

Email: _____ Phone Number: _____

Additional targeted e-alerts: ☐ yes ☐ no (\$50.00 for each targeted e-alert)

Please note that if you request your advertisement removed from our website and e-newsletter, you are still required to pay full price for engaging us to do the work.

Should you wish to market your firm beyond the advertisement we could publish a feature article, provided by you on your company to be featured in our E-Newsletter and Website for an additional cost. You will also have to provide a picture/graphic/logo to accompany the article. See examples of latest news articles on our website at [Latest News](#).

For an additional cost, banner advertisement is available on our website too. Your company's banner will be displayed on MWMCA's website linked and to your website. See examples of our rotating banners at www.mwmca.org.

Payment for:

Advertisers - All advertisements are paid in advance with a credit card. No refunds will be made once we email you a proof of your advertisement. We accept Visa, MasterCard, Discover & American Express.

Corporate Partner Advertiser – as a corporate partner advertising on our e-newsletter and website may be included in your corporate partner agreement, please contact MWMCA at 443-759-8580 to confirm.

Contact Name for payment: _____

Email: _____ Phone Number: _____

Payment is due at time of service.



Name on the card: _____

Credit Card#: _____ Expiration Date: _____ Security Code: _____

Address: _____ City: _____ State: _____ Zip: _____

Signature Authorizing Charge: _____ Date: _____

Please email us at amckelvin@mwmca.org and info@mwmca.org if you are interested in either the featured article or banner advertisement. You can also call us at 443-759-8580 or Fax 888-609-8318.