**Guidelines for Stay Connected EDM:**

Thanks for your interest in purchasing a Stay Connected email, which offers Business East Tamaki members the opportunity to promote their product/service to our member database.

The cost per email is $250 plus GST. (10% discount if you book 3 or more at once).

The email goes to approximately 2000 business owners/decision makers in East Tamaki.

Upon confirmation of your intention to proceed, we will invoice you and payment will secure your spot. Your material (as listed below) needs to be supplied at least a week prior to the scheduled send date.

*\*We use our own template for this EDM, and incorporate your material into the template; however, if you have an existing ad that you wish to use then you are welcome to supply this to us as an image along with the URL link you would like it to be directed to.*

**Copy required:**

Company name:

Address:

Contact person:

Position:

Phone/Mobile:

Email:

Website:

Email subject heading:

Email heading (title):

Email text (150 words maximum):

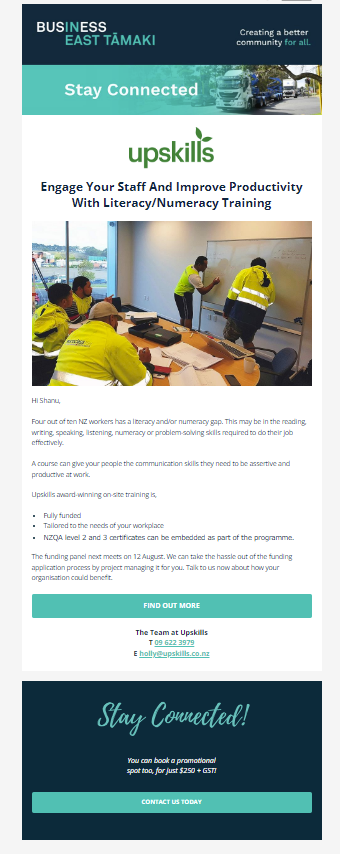
**Images:**

Logo plus 1 or 2 images, *jpeg or png format*

**Contact:** Shanu Gounder, Marketing, Communications & Events Manager, Ph 273 6274

email: [comms@businessET.org.nz](mailto:comms@businessET.org.nz)

**Example EDM below:**

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