# 211_logo_no_tag_line

# Windsor-Essex E-Blast Service

**ORDER FORM**

Announce changes in your organization and promote services, special celebrations, workshops and events.

**Requested Date of E-Blast:**

**Optional:** List additional information to include on your E-Blast (which will appear above your poster/flyer)

**Billing Information\*:**

Authorized by:

Email:

Organization:

Address:

City:

Postal Code:

Phone:

PO Number (if applicable):

**Cost:** $88.50 + HST (City of Windsor HST #12413 5294 RT0001)

*\*An invoice from the City of Windsor (211 South West Regional Service Provider) will be sent to your organization within 5 business days*

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|  **Service Includes:*** **Customized E-Blast to over 600 organizations and 1000 contacts**
* **High impact and direct promotion of your information within our community:**
* Business associations & groups
* Child care facilities
* Health care (hospitals & medical clinics)
* Long term care facilities (retirement & nursing homes, continuing care services)
* Media (radio, newspaper, television, local magazines)
* Places of worship
* Government services (federal departments and agencies, provincial ministries and agencies) and elected officials
* Boards of education
* Major non-profit organizations
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|  **How To Order:**1. Complete this form and e-mail it along with an electronic version of your document and/or link to info@211southwestontario.ca
2. Accepted formats: Word, PDF, PNG, JPG, and GIF (up to 1 MB) and web links.
3. Two-page limit for event notices such as posters and flyers, in accepted format. A web link is required for more lengthy or detailed information.

 *(211 reserves the right to approve submission and content format)*1. Return completed Order Form at least 2 weeks prior to requested date of E-Blast.

 QUESTIONS? info@211southwestontario.ca  |