

# **SWE HARTFORD ADVERTISING & CORPORATE SUPPORT POLICY**

**Effective: May 1, 2007**

As a service to our members, opportunities from companies are included in the monthly SWE Hartford News and also on the SWE Hartford Website. The policy below applies to any company that wishes to advertise with or support SWE Hartford. Any questions about this policy should be directed to the SWE Hartford President.

## **There are two ways to advertise with and support SWE Hartford:**

- Individual Advertisement
- Corporate Support

## **General Guidelines:**

1. SWE Hartford posts only job opportunities and company links. Any request to post a service or product will be denied.
2. All payments must be received in full before the opportunity or company link will be posted in the newsletter or on the website.
3. A detailed job opportunity with a company POC may be posted. No links to company career websites are permitted.
4. A request for posting and full payment must be received by the 28<sup>th</sup> of the month to be included in the next month's newsletter.
5. SWE Hartford members who are interested in any of the opportunities posted will be directed to contact the company directly via the POC listed.
6. Any company that wishes to advertise should contact the SWE Hartford Newsletter Editor or Webmaster. The correspondence must include:
  - a. Company name and POC.
  - b. Intended level of support (Individual Advertisement or Corporate Support).
  - c. Company website address. (Required for Corporate Support level only)
  - d. Detailed job description as you wish it to appear in the newsletter and on the website.
  - e. Preferred method of payment.

## **Individual Advertisement:**

- Fee: \$25, via the SWE Hartford credit card site or by check, payable to SWE Hartford.
- One (1) Job Opportunity will be posted as follows:
  - 3 months in the "Local Opportunities" section of the next SWE Hartford News.
  - 3 months on the "Local Opportunities" page of the SWE Hartford Website ([www.swe.org/RegionF/sections/hartford/opportunities.shtml](http://www.swe.org/RegionF/sections/hartford/opportunities.shtml)).
  - Email to SWE Hartford ListServ containing a link to the posting on the SWE Hartford website.

## **Corporate Support:**

- Donation: \$500 (minimum), via the SWE Hartford credit card site or by check, payable to SWE Hartford.
- One (1) Job Opportunity will be posted as follows:
  - 3 months in the "Local Opportunities" section of the next SWE Hartford News.
  - 3 months on the "Local Opportunities" page of the SWE Hartford Website ([www.swe.org/RegionF/sections/hartford/opportunities.shtml](http://www.swe.org/RegionF/sections/hartford/opportunities.shtml)).
  - Email to SWE Hartford ListServ containing a link to the posting on the SWE Hartford website.

- A notice that the company has contributed to SWE Hartford will be posted on the front page of the SWE Hartford Website ([www.swe.org/RegionF/sections/hartford](http://www.swe.org/RegionF/sections/hartford)) for one (1) month.
- A link to the company's website will be added to the "Support SWE Hartford" page of the SWE Hartford Website ([www.swe.org/RegionF/sections/hartford/support.shtml](http://www.swe.org/RegionF/sections/hartford/support.shtml)) for one (1) calendar year.