

LOS ANGELES DISTRICT ADVERTISING SYSTEM



LAD EMAIL POSTING SYSTEM:

The Los Angeles District Dietetic Association has an efficient, quick Email Posting System for job advertisements and event notices. Advertisements are posted quickly to all LAD members after received. This results in a quick response to the advertisement.

LAD PROCEDURE FOR ADVERTISING ON THE LAD EMAIL POSTING SYSTEM:

1. Create job ads using the following format:

FORMAT FOR JOB POSTING:

Job title:
Company Name:
Job Location:
Brief job description:
Brief job qualifications:
Contact person's name:
Contact information:

2. Create event ads using the following format:

FORMAT FOR EVENT NOTICES:

Use flyers as Email attachments if developed. Use WORD or Adobe.

Info to include:
Event Title and Speaker Info
Event date & time
Event location
Registration information and form
Event contact person & contact information

3. Send this information to jacquisar2@aol.com.
4. Agree to pay the fee for posting the advertisement. Include the name of the person responsible for payment of the advertisement fees.
- 5. Job Posting \$30.00 Event Posting \$20.00**
6. The advertisement will be posted to all LAD members within one day.
7. An Invoice for payment of the fees for advertising will be sent to responsible person when posting is complete.
8. For the job postings, if jobs posted are not filled in one month of posting it will be posted one more time, **Free of charge...**

LAD WEBSITE ADVERTISEMENT:

LAD Website advertisement can be obtained for posting events and job opportunities. Website advertisement can be obtained for Email Posting. There are additional fees for Website advertisement.

PROCEDURE FOR WEBSITE POSTING:

- 1.** Format information for Website advertisement in a paragraph format. Limit paragraph to 10 lines. Include all pertinent information for your ad in this paragraph.
- 2.** For attachments to go in this ad use ADOBE.
- 3.** Send this information to jacquisar2@aol.com.
- 4.** Agree to pay the fee for posting the Website advertisement. Include the name of the person responsible for payment of the advertisement fees.
- 5. Job Posting \$45.00 Event Posting \$25.00**
- 6.** The advertisement will be posted to the LAD Website for **one month**.
- 7.** An Invoice for payment of the fees for Website advertising will be sent to responsible person when posting to Website is complete.
- 8.** If you wish to keep the Website advertisement posted to the Website at the end of one months posting additional fees will be applied at the same rate.

FOR ADVERTISEMENT CONTACT:

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