

ASA MEMBERS' NOTICE BOARD

Guidelines

**Got a holiday house for rent?
Organising a group bike ride?
Need a house sitter?**

Why not post an announcement or notice on the ASA's online notice board?

Cost

- FREE for non-commercial notices
- \$30 (incl. GST) for commercial* notices

* A commercial notice is an advertisement for a product or service that includes a financial transaction

Specifications

Text

- Heading – seven word limit
- Short text description – 30 word limit and can include links, a PDF to link to and a thumbnail image
- Long text description – *optional* with a 200 word limit and can include links, a PDF to link to or images

Images

File type	GIF or JPEG
Maximum file size	30 Kb
Colour	RGB
Resolution	72 dpi

- The ASA staff will adjust as necessary



Policies

- All text, images and PDFs supplied for linking are subject to the approval of the ASA
- Text and images must adhere to the notice board specifications and text must be grammatically correct and well-written.
- Notices that are approved for posting will be edited for house style and web-appropriate format
- Adverts will remain on the notice board for one month
- Notices are subject to the ASA's Website Policies