

Request Form for Additional or Enhanced Text Entries (all chargeable)

Please return to: Information Services, Centenary House, La Vrangue, St Peter Port GY1 2EY
Tel: 01481 757367 Fax: 01481 716952

Name of Person or Business:

Date: Telephone Number:

WHITE ALPHA PAGES

Please circle the style of print required: Standard **BOLD** **BLUE SUPERBOLD**

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.....
.....

Please fill in www. and email ONLY if they are to be included in your entry.

WWW. Email:

YELLOW CLASSIFIED PAGES

Which heading (s) do you wish to appear under.

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Please see enclosed information sheet for Text Entry Charges, Policy and Character Count

Please circle the style of print required: Standard **BOLD** **RED SUPERBOLD**

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.....
.....

Please fill in www. and email ONLY if they are to be included in your entry.

WWW. Email:

I/We agree to pay the charges incurred. Please see enclosed information sheet.

Signature: Print name:

N.B. Text entries are carried forward automatically to the next issue unless advice is received from the customer to cease or amend prior to the closing date of print.

Ref:	CIS:	F2 Sent:
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Text Entry Charges.

Text Charges for 2009 Alpha Pages (Charges for 2010 under review)		Text Charges for 2009 Classified Pages (Charges for 2010 under review)	
Standard	£27 per line per annum	Standard	£28 per line per annum
BOLD	£54 per line per annum	BOLD	£56 per line per annum
SUPERBOLD	£99 per line per annum	SUPERBOLD	£115 per line per annum
*Email/URL	£29 per line per annum	*Email/URL	£30 per line per annum

*URL's & Emails appearing in the published directory are live hyperlinks online.

Text Entry Policy

The first time a Cable & Wireless* service number appears in standard format in the Telephone Directory it is free of charge. Our policy for standard directory entries in the Alpha pages is to include surname or company name, initial/s, installation address and service number. Each number must initially appear in the Alpha pages before it can appear in the Classified section. Charges will be incurred should the entry be in bold enhanced text or an additional entry for that same number is requested. In the Classified pages every line is chargeable, there are no free entries.

Text entries are carried forward automatically to the next issue and charged at the appropriate rates, unless advice is received from the customer to cease or amend prior to the closing date of print.

*Charges apply to Other Licensed Operators' numbers in print. Please be aware that, as we do not have control or knowledge of any changes to these numbers, it is your responsibility to advise any amendments, such as ceasing, code changes etc. in writing prior to the closing date.

Character Count

Text entries are governed by the number of characters (including punctuation and spaces) per line. The type of print used (standard, bold, superbold) and which letters are used as they are not all standard size.

As a guide:

SUPERBOLD (red or blue); 30 characters per main line

BOLD: 38 characters per main line 30 characters per sub line

Standard: 50 characters per main line 40 characters per sub line

As an example:

CABLE & WIRELESS (GSY) LTD., has 28 characters