



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

Please return to: Sure Directory Team, Centenary House, La Vrangue, St Peter Port. GY1 2EY.
Tel: 01481 757367 Fax: 01481 716952 email: directoryteam@sure.com

Name of Person or Business _____

Date _____ Telephone Number _____

Entries are name or business name led. In fairness to all advertisers, attempts to sort higher up the classification for example 'A' or 'AAA' regretfully cannot be accepted.

WHITE ALPHA PAGES

Please the style of print required:

- Standard
- BOLD**
- BLUE SUPERBOLD**

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.

Please circle the style of print required:

- Standard
- BOLD**
- RED SUPERBOLD**
- GREEN SUPERBOLD**

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. A list of current charges is available from the Directory Team or can be viewed online at www.theguernseydirectory.com

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.

Office use only

Ref:	Liberate	F2 sent:
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Text Entry Policy

Text Charges for 2014 Alpha Pages		Text Charges for 2014 Yellow Classified Pages	
Standard	£28 per line per annum	Standard	£29 per line per annum
Bold	£56 per line per annum	Bold	£58 per line per annum
SUPERBOLD	£99 per line per annum	SUPERBOLD (RED or GREEN)	£116 per line per annum
*email/URL	£29 per line per annum	*email/URL	£30 per line per annum

*email & URL addresses appearing in the published directory are live hyperlinks online.
 See www.theguernseydirectory.com
 Separate Terms & Conditions apply to printed directory entries and online entries.

The first time one of our* service numbers 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 in writing, from the customer to cease or amend prior to the closing date of print.

Current text entry charges can be found by visiting www.theguernseydirectory.com

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

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

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, blue or green)	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