



CCLA Listserv and Community Marketplace Submission Form

The CCLA Listserv provides email updates concerning the association, upcoming events, and news and notices from the East Region legal community. A notice sent out over the listserv reaches over 2000 individuals, and all CCLA members receive a member rate when sending out their advertisement or notice. If you would like to submit an ad for the CCLA's Listserv and Website, please note the following submission guidelines:

Important Guidelines: Please Read

- ✓ The submission form must be received in Word format; please do not send as a PDF.
- ✓ Submissions must be received by email and paid in full by Friday at 12:00 PM for distribution on the CCLA Website and Listserv the following week.
- ✓ Submissions will also be posted on the CCLA Website no later than the release of the CCLA Listserv the following week.
- ✓ Unless otherwise requested or indicated in the ad, submissions will remain on the CCLA website for approximately two weeks.
- ✓ Postings may be bilingual, but will not be translated by the CCLA.
- ✓ Content may contain contact emails and website links, but cannot include photos, logos, and attachments.
- ✓ The CCLA reserves the right to edit content and formatting as required.

Title / Subject Line:

Please type message content below (up to 1000 words):

Payment Information (Please indicate correct category):

- CCLA Member: \$ 209.05 (\$185.00 + \$24.05 HST)
- CCLA Non-member: \$446.35 (\$395.00 + \$51.35HST)
- Corporation: \$621.50 (\$550.00 + \$71.50 HST)
- Charity related: Free

HST #: 10698 8405 RT0001

Credit Card #:

Credit Card Expiry:

Alternatively, please indicate if sending a cheque payable to 'CCLA':

Contact Name:

Email/Phone:

Please return the completed form to the CCLA, attention:

Sharron Timmins

Email: stimmins@ccla-abcc.ca