Newsletter Advertisement Policy (Amended 2/6/2022)

* Businesses and individuals may advertise for goods, services, or personal recognitions
* Personal Advertisements will be Full Page $100, ½ page $50 , ¼ page $25
* Commercial Advertisements will be Full Page $200, ½ page $100 , ¼ page $50
* Ads are accepted on a first come, first serve basis. If more ads are received than can be supported in a specific newsletter, the applicant will be notified and asked if they would like to advertise in the next newsletter. Please note that, with commercial advertisements, preference will be given to businesses affiliated with dues-paying members of the Farmington Civic Association
* Persons wishing to advertise will complete an advertising application, which is available on the website ([farmingtonva.com)](http://farmingtonva.com)/) or via email request

( farmingtonhptva@gmail.com)

* There are two payment options
	+ Check or money order: Payment in the form of a check or money order (made out to Farmington Civic Association), must accompany the Application and be mailed to PO box 7273, Hampton,VA 23666. The Applicant should also email to ensure the Association has received the application.
	+ PayPal: Payment in the form of a PayPal payment sent to farmingtonhptva@gmail.com can be deferred until *after* the application has been approved (since we won’t have to wait on mail delivery to send/receive payment)
* Upon receipt of the application, the Newsletter Editor will contact the applicant to verify advertisement content, fonts, and graphics.
* The Newsletter Editor will bring any concerns about content to the board.
* Once the advertisement is approved and layout is confirmed, the payment will be submitted to the treasurer to be cashed. If funds are insufficient, the Treasurer will alert the Newsletter Editor and the advertisement will not run.
* Farmington Civic Association has sole discretion to approve or disapprove any advertisement application. Farmington Civic Association, in its sole opinion, will not accept advertising that is in conflict with the mission statement, is offensive to members of our community, or promote illegal or immoral products, services, or activities.
* Applicants whose advertisement is not approved will be notified and have their payment returned.
* All ads will be identified as a paid advertisement, and newsletters will include a statement that the FCA does not endorse any business or service.