

25 January 2006

CUDGEGONG BUSINESS GROUP
Chairperson: Ray Etherton 6379 6379
Vice-Chair: Diane Munday 6379 4274
Secretary: Natalie Etherton 6379 6379
Treasurer: Jim Walker 6358 8434

Dear Business Operator,

YOUR LISTING ON RYLSTONE.COM WEB SITE

In July last year the rylstone.com website was re-launched by Gerard Martin and dignitaries from Mid Western Regional Council. The web site uses the domain name of the previous Council site, but has been completely revised and is run and managed by a subcommittee of the Cudgegong Business Group. Its aim is to provide visitors and residents with electronic access to news and information about the entire Rylstone Region. The first stage of development focused on tourism operators involved in the provision of food, accommodation, activities and events of interest to visitors.

We are pleased to announce the second stage of development - building a comprehensive online business and services directory. We are able to undertake this due to a grant for project administration costs received from the Department of State and Regional Development.

All business operators who respond will receive a FREE basic listing (name of business, address, and phone) on the site. There are further options (on a fee basis) for website links, email address, and a 30 word description, or even a whole linked page about your business – see next page for further details.

If you would like the free basic listing *only*, please fill in the form immediately below, tear off this page and return it straight away to the Project Manager, Virginia Hollister PO Box 97 Rylstone NSW 2849. If you have more than one business, copy this form. Any questions at all, please call Virginia on phone 6379 0909 or email hollister@winsoft.net.au – she’s happy to talk to you about it.

FREE LISTING DETAILS:

Please PRINT – for web site listing:

- Name of Business _____
- Address of Business _____
- Phone Number of Business _____

Details for our use only:

- Your Name (printed) _____
- Your Signature _____


EXTENDED LISTING DETAILS:

Extended listings are available only to members of the Cudgegong Business Group (CBG). This group meets monthly to share information and to coordinate activities to enhance the commercial profile of businesses in the region. It has sought and gained state and local government funding for a range of projects and assists many community based initiatives.

If you are not already a member of the Cudgegong Business Group (CBG) and wish to become a member in order to take advantage of the extended listing and/or your own web page, the current annual membership fee is \$50. Members joining now will be financial for the 06-07 financial year. Please contact the secretary, Natalie Etherton 6379 6379 or E mail cbg@exemail.com.au

Option A: EXTENDED ENTRY (CBG Members only)

An extended listing provides online access for email enquiries to your business and a link to your website, plus a short description about the goods and services your business offers. The annual website fee for an extended listing is \$50. If you would like an extended listing, please fill in the free listing details on the previous page, and complete below:

 Yes, I am a current financial member of CBG

- Email Address _____
- Web Site Address _____

[Note: if you don't yet have an address because you want an individual page on the site, the link address will be created for you, probably: rylstone.com/yourbusinessname. Just write "Internal link to rylstone.com"]

- Brief description of business (maximum 30 words) _____

[Note: Virginia may need to contact you in relation to your description so be sure a phone or email contact is provided using the spaces provided.]

- Staple a cheque for \$50 made out to Cudgegong Business Group to this form and send pages 1 and 2 to the address on the previous page.

*Promoting and developing tourism in the Rylstone Region
 Incorporating the communities of Bylong, Boguee, Charbon, Clandulla, Crudine, Ilford,
 Kandos, Olinda, Running Stream, Rylstone, and Turon*


Option B: INDIVIDUAL PAGE ON THE SITE (CBG Members only)


There is also an opportunity to have **YOUR OWN PAGE** on the site with up to 3 photos and 500 words profiling your business in much greater detail. The fee is \$200 to set it up and \$150 per year thereafter for maintenance. Once you have approved your page, the fee includes 3 changes per year of text or photos, with additional changes after that at \$25 per change. This is one way to achieve a web presence for a fraction of the cost of setting up your own independent web site.

All individual business pages will follow a standard format. Writing the text and digitising the photographs are your responsibility. Virginia is happy to provide guidance and will help you edit your entry for maximum effectiveness. Please contact her (6379 0909) to discuss your entry.

Your data will need to be supplied either on floppy disc, CD or via email. The photographs will need to be supplied as .jpg files at 72 dpi, no larger than 300 pixels wide or 300 pixels deep and the file size should be no larger than 1.5 mb.

If you would like Option B, fill in the details for the free listing AND the details for the extended listing, AND tick and complete below:

 Yes, I am a current financial member of CBG

 Yes, I would like an individual page on the web site.

- Staple a cheque for \$100 (being a deposit towards your page) to this form made out to Cudgegong Business Group and forward all 3 pages to the address on page one.

PLEASE give this your prompt attention. Your reply ASAP would be appreciated.

The first round closing date for entries will be Monday 20 February.

This is another very important step in our efforts to promote and develop the Rylstone Region and we look forward to your participation.

Yours Sincerely

Ray Etherton Chairperson CBG

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