



Please supply the following information.

1. Hours of operation, company website address, physical location address and phone number.

Monday: \_\_\_\_\_ to \_\_\_\_\_      Tuesday: \_\_\_\_\_ to \_\_\_\_\_  
 Wednesday: \_\_\_\_\_ to \_\_\_\_\_      Thursday: \_\_\_\_\_ to \_\_\_\_\_  
 Friday: \_\_\_\_\_ to \_\_\_\_\_      Saturday: \_\_\_\_\_ to \_\_\_\_\_  
 Sunday: \_\_\_\_\_ to \_\_\_\_\_

(If the Perk is an online Perk only, the above can be left blank)

\*Website Address: \_\_\_\_\_

\*Physical Address if applicable: \_\_\_\_\_

\*Phone Number if applicable: \_\_\_\_\_

\*2. Business Logo supplied as .JPG .EPS, .PDF or .TIF at 800 x 800 pixels.

3 . (optional) Ad promoting the Perk supplied as a JPG at 1280 x 1660 pixels

\*4. Short description of the Perk...ie. (Save 20%)

\*5. Full Details of the "PERK", or special offer to be promoted on the Alumni Perks platform.

ie. (Save 20% OFF any Gourmet Burger. Excludes Alcohol. Must show Alumni Perk Pass at time of purchase.) OR (Save 20% OFF any online purchase. Use PROMO CODE: \_\_\_\_\_ at checkout).

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6. Supply Perk start date and end date.

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

7. Supply a descriptive paragraph about the business up to a maximum of 85 words. (optional)

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8. (optional) Supply 3-5 photos (jpgs) of your business that you'd like to showcase in our photo gallery. Preferred image size is 1920x1021