



EXPAND YOUR WEB PRESENCE Agreement

The _____ would like to contract with The Ontario Horticultural Association for 15MB of additional storage space on the Association WEB server. This space will be used by our society to display information about our society and its horticultural activities. We understand that the use of the space will be monitored periodically by the Association and we could be asked to alter or to remove items that could be found objectionable or inappropriate.

We would like the following email addresses to be assigned to our society and have them forwarded to the email addresses as indicated.

PERMANENT EMAIL ADDRESS

TO BE FORWARDED TO:

_____@gardenontario.org _____
(suggested: chair_your society)

_____@gardenontario.org _____
(suggested: treasurer_your society)

_____@gardenontario.org _____
(suggested: info_your society)

We understand that the fee for the extra storage space at GardenOntario is \$40⁰⁰ per year and a cheque for that amount is attached to this agreement.

Please provide a name for the Association to contact about setting up the increased storage space for your society:

_____ (Name) _____ (email address)

_____ (Date) _____ (Author) _____ ized signing officer)

(for Association Use Only)

Directory:	
Login Name:	
Password:	
Contact:	

(see over for instructions on completing the form)

DIRECTIONS FOR COMPLETING THE AGREEMENT

Enter the name of your society

Each society that contracts for additional storage space will automatically receive **three** email addresses for their society that will never change. The email address will consist of three parts:

1. Name/title of your choice;
2. An underline character plus the name of your society; and
3. The @symbol and gardenontario.org

You can choose what names you would like for part 1 and the rest will be assigned automatically (we suggest a generic term such as 'chair', 'treasurer', etc.

The three email addresses will be redirected to the current people in these positions. Please indicate the email addresses of the incumbent. The 'redirections' can be changed at any time.

The WEBmasters will need a contact name and email address for the person in your society responsible for managing your storage space.

The Agreement form should be signed by the Chair of the Society and sent (along with a cheque for \$40⁰⁰) to:

The Ontario Horticultural Association,
Sharon Hill, Treasurer
1127 Lakeshore Drive North
P.O. Box 595
Bracebridge ON P1L 1T8,

When the Agreement is received, your society will be contacted by the WEBmaster and you will be provided with the instructions on how to use the storage space and how to access the space using a login name and password.

**EXPAND YOUR WEB PRESENCE
Agreement**

The _____ **1** would like to contract with The Ontario Horticultural Association for 10MB of additional storage space on the Association WEB server. This space will be used by our society to display information about our society and its activities. We understand that the use of the space will be monitored periodically by the Association and we could be asked alter or remove items that could be found objectionable or inappropriate.

We would like the following email addresses to be assigned to our society and have them forwarded to the email addresses as indicated:

PERMANENT EMAIL ADDRESS	TO BE FORWARDED TO:
2 _____@gardenontario.org <small>(suggested: chair_your society)</small>	3 _____
_____@gardenontario.org <small>(suggested: treasurer_your society)</small>	_____
_____@gardenontario.org <small>(suggested: info_your society)</small>	_____

We understand that the fee for the extra storage space at GardenOntario is \$40⁰⁰ per year and a cheque for that amount is attached to this agreement

Please provide a name for the Association to contact about setting up the increased storage space for your society:

(Name) **4** _____
(email address) **5**

(Date) **6** _____
(Signature)

(for Associa tion Use Only)

Directory:	
Login Name:	
Password:	
Contact:	

(see over for completion instructions)