



1494 AVOCADO AVENUE • MELBOURNE, FLORIDA 32935  
Office: 321-751-7959 Fax: 321-751-7960  
[homesandland@cfl.rr.com](mailto:homesandland@cfl.rr.com)

### CLIENT INFORMATION SHEET

Date: \_\_\_\_\_ New \_\_\_\_\_ Existing \_\_\_\_\_

FOR OFFICE USE ONLY				
Contract _____	Best Deal _____	One Run Ad _____	Page Size _____	Rate _____

1. Advertiser Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

\_\_\_\_\_

Cell Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Toll Free #: \_\_\_\_\_ Office Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Web Address: \_\_\_\_\_

2. Ad Copy Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

3. Ad Payment Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Billing Address (if different from above): \_\_\_\_\_

\_\_\_\_\_

Which address do you prefer invoice/receipt be mailed? Physical \_\_\_\_\_ Billing \_\_\_\_\_

4. Please provide credit card to secure your account: AmEx  Discov  MC  Visa

Name as it appears on card: \_\_\_\_\_

Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Card Verification Code: \_\_\_\_\_ (last 3 digits found on back of credit card (4 on front for AmEx))

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