

# RotaWeb Interactive Web System for Rotary Districts

## Yellow Pages Module

### District Information

District Number: \_\_\_\_\_ Website: \_\_\_\_\_

### Administrators

The **RotaWeb Administrator** is the technical person in charge of the configuration of the web system through the online administration tool.

The **Yellow Pages Administrator** is the person in charge of monitoring the Yellow Pages entries through the online administration tool.

First Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Good computer skills are required, but no programming skills are needed. The email addresses are used to send technical update information, and password retrieval emails. They need to be active email addresses.

### Module Information

There are 2 categories of Yellow Pages listing: with or without banners. Each one can have its own yearly pricing. The Main price can be \$0.

Main Price: \_\_\_\_\_ Upgrade Price: \_\_\_\_\_

### Banking Information

Statements with the listing of all the credit card transactions are sent automatically by email. The email address needs to be an active email address. The money collected, minus the fees and bank charges, is sent monthly by check to the person listed below.

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

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Checks payable to: \_\_\_\_\_

### Billing Information

Invoices are sent automatically by email. The email address needs to be an active email address.

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

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

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Send this form to [Admin@RotaWeb.org](mailto:Admin@RotaWeb.org)