November 4, 2008

Madison's Central Business Improvement District (BID)

2009 Downtown Map & Guide
GSSBA Member Business Info Confirmation Form **Deadline: Jan. 9**

The BID will update and reprint the Downtown Map & Guide for 2009 (available April). More than 200,000 are distributed annually. BID businesses receive free listing in the map: Business Name, Address, Phone Number. Greater State Street Business Association (GSSBA) members also receive the benefit of "byte line," i.e., short descriptive phrase. Please review, confirm, or provide changes to the information below. **All changes must be provided in writing by the January 9 deadline.** If we do not hear from you, we will assume the information we have is correct to print in the '09 map.

1. CURRENT INFORMATION:

Business Name:
Street Address:
Phone Number:
Map Category:
Byte Line:

2. CHANGES: Provide your information exactly as you want it to appear. Print clearly or send by email:

Business Name: _____

Address: _____

Phone number *(include area code if not 608):* _____

Map Category*(choose one category of those on map):*_____

BYTE-LINE: No more than 60 characters (including punctuation, the spaces between, and website addresses). Entries longer than 60 characters will be edited. Websites must be part of the byte line.

3. CONFIRMATION (check one, or reply by email):

_____ Current information is correct _____ Please make changes (above)

Your name: _____ Phone: _____

Signature: _____ Date: _____

4. HOW TO REPLY:

a. Email (preferred method) to: **mcarbine@downtownmadison.org**. Include email subject line: "Map Listing – [Your Business Name]." Provide your information exactly as you would like it to appear.

b. Or, complete this form and send or fax to:
Mary Carbine, BID Executive Director
P.O. Box 71. Madison, WI, 53701
(608) 443-1973 FAX: (608) 395-3979 **DEADLINE: Friday, January 9, 2009**