



City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: February 13, 2019	Department: Parks and Recreation
Meeting Date: February 19, 2019	Department Head: Brad Raney
	Presenter: Consent Agenda

Subject:

To enter into an agreement with Bench Craft Company and the City of Green River for advertising the Green River Recreation Center on the scorecards at Rolling Green Country Club.

Background/Alternatives:

To enter into an agreement with a third-party named Bench Craft Company on behalf of Rolling Green Country Club. This is for advertising the Green River Recreation Center on the scorecards that get handed out for the next one (1) year.

Attachments:

Agreement with Bench Craft Company

Request for Art Direction Form

Example Scorecard

Fiscal Impact:

\$399.00 Cost

Staff Impact:

The City will work with Bench Craft Company on a design.

Legal Review:

Pending legal review; submitted 2/13/2019.

Suggested Motion:

I move to enter into an agreement with Bench Craft Company for advertising on scorecards at Rolling Green Country Club for one (1) year.

BENCH CRAFT COMPANY

A Division of Transportation Media, Inc.

Contact us at: 1 (800) 824 8311 • BenchCraftCompany.com • f (503) 221 9737 • P.O. Box 6343, Portland, OR 97228

Office hours: Monday - Friday 8 AM to 5 PM PST **Submit artwork to: Art@BenchCraftCompany.com • f (503) 214 4402**

Corporate location: 7216 SW Durham Rd Bldg. P, Ste. 200, Portland, OR 97224 **Tax ID #93-0819126 DBA Fairway Media in Canada**

ACCOUNT#: 1303391

Advertiser business name Green River Recreation Center Date 1, 23, 19

Customer has multiple business names Related to existing account #

Mailing address 1775 Hitching Post Dr.

City Green River State WY Zip 82935

Phone (307) 872-0513

Fax () Cell (509) 990-2790 (TXT)

Email Kblood@greenriver.org

Website City of

Approximate advertisement dimensions: Scorecard 2" x 7/8", Course Guide 3.5" x 2", Ball Washer 20" x 9" / 14" x 8" / 10.5" x 5"
Display Board 10" x 5", Full Bench 36" x 12" / 20" x 9", Co Bench 18" x 12", Tee Sign 20" x 9" / 10.5" x 5", Pencils 3", Folder 4.5" x 1.5"

ALL FUNDS ARE IN US DOLLARS	
Cost of advertising \$	<u>All Discounts</u>
Discount - \$	<u>Included</u>
Total sale = \$	<u>399-</u>
Deposit, according to terms \$	<u>399-</u>
Balance due in _____ days \$	<u>0</u>

Golf course (host) Rolling Green CC (g.c.# 980) Product Scorecard Term 1 year(s) \$ _____

Spot Renewal Notes # _____

Golf course (host) (g.c.#) Product Term year(s) \$ _____

Spot Renewal Notes # _____

Golf course (host) (g.c.#) Product Term year(s) \$ _____

Spot Renewal Notes # _____

Golf course (host) (g.c.#) Product Term year(s) \$ _____

Spot Renewal Notes # _____

Authorized signature (electronic counterpart acceptance is effective in lieu of signature) Signature date 1, 23, 19

X Please charge my card \$ 399-

Signee Name (print) Ratie Blood Rep name Aubrey EVANS #

Credit card # Exp Date / Rep name #

Please check card type: Visa Mastercard AMEX Discover Authorization #

This contract contains the entire agreement between the advertiser and Bench Craft Company[®]. It is expressly agreed that Bench Craft Company[®] is not bound by any stipulation, representation or agreements, verbal or otherwise, which are not printed or written on this contract. The terms of this agreement are contractual and not a mere recital. The advertiser agrees that the liability of Bench Craft Company[®] is limited to the amount of the total sale. The year's advertising begins when the ad is delivered to the course, except as noted below. The advertiser hereby acknowledges advertisement will be delivered to the host in a reasonable amount of time which Bench Craft Company[®] represents will be approximately 120 days from receipt of signed contract, barring acts of God or seasonal closure. A preliminary proof will be provided prior to the actual production of the advertisement. Advertiser is required to submit ad copy in a timely manner. Failure to furnish ad copy gives Bench Craft Company[®] the right to create ad copy. The advertiser also agrees that if the balance is not received as per agreement, Bench Craft Company[®] reserves the right to withhold delivery of the advertisement. The actual advertisement remains property of Bench Craft Company[®] unless otherwise noted herein and will be recycled at the end of the term. Bench Craft Company[®] may replace the advertiser's location with another advertisement or withhold posting of the ad until the contract balance is current. If posting of the ad is delayed due to non-payment or delay in receipt of ad copy, advertiser will receive only the remainder of that year's advertising. Upon verification of theft or vandalism beyond normal wear and tear, Bench Craft Company[®], at its sole discretion, will repair or replace the sponsor's ad within a reasonable period of time. Final acceptance of this contract shall be made in Portland, Oregon. Advertiser hereby waives notification. **THIS CONTRACT SHALL NOT BE CHANGED, MODIFIED OR CANCELLED. THE ADVERTISER HAS NOT RELIED ON ANY PROMISE, STATEMENT OR REPRESENTATION NOT CONTAINED HEREIN.** The advertiser will not have an exclusive ad or specific ad location unless stated herein. Exclusives are available on a front nine or back nine basis ONLY.

REQUEST FOR ART DIRECTION

Thank you for choosing Bench Craft Company!

We appreciate your business and look forward to working with you. We're requesting art direction so we can begin designing your advertisement. Please disregard this message if you've already submitted your art direction. Failure to provide art direction in a timely manner may result in a generic proof being created for you to review.

Art direction can be anything - instructions for what you want your advertisement to look like, a list of services, your logo, photos, business card, or an advertisement you have run in the past. If you don't know what you want your advertisement to look like that's ok. Our design team will help you get started.

If you don't want to use our design services please let us know. Details about advertisement size, bleeds, and print templates can be found on our website at benchcraftcompany.com/art-guidelines.

PREFERRED FILE TYPES	
The following file types are <i>preferred</i> for submission .eps, .pdf, .tif, .jpg, .png, .bmp, .rtf, .txt	The following file types are <i>not preferred</i> for submission .ai, .psd, .indd, .doc, .docx, .xls, .xlsx, .ppt, .pps, .pub
PLEASE EMAIL ART DIRECTION TO ART@BENCHCRAFTCOMPANY.COM	
Please include your account number in the subject line of your email. <i>Or submit your artwork one of these ways:</i> Phone 1 (800) 824 8311 ext 741 Online benchcraftcompany.com/submit-artwork	Fedex/UPS Attention: Design Dept., Re: (account#), 7216 SW Durham Rd., Bldg. P, Ste. 200, Portland, OR 97224 Post Mail Attention: Design Dept., Re: (account#), PO Box 6343, Portland, OR 97228, USA

After we receive your art direction a proof will be designed and mailed to you for your review. If you have any questions or concerns please call between the hours of 7 AM and 5 PM (PST) at 1 (800) 824 8311 ext 741.

Once again, thank you for choosing to advertise with Bench Craft Company and your local golf course!