The Maria Regina Online Business Directory

Ready for all your devices - Mobile to Desktop

◊ An Online School Business Directory Resource
◊ A Fund Raising Initiative for the school
◊ Business Connections
◊ Promote Your Business
◊ Create Back-links to your own website
◊ Offer Community Promotions
◊ Register Today
WHAT IS THE MARIA REGINA BUSINESS DIRECTORY?

The Directory provides an online resource of information on the businesses that are part of the school community (called the MR Community) that register in the directory. It will encourage business connections between members of the MR Community and create funds for the school from the registration fees. Non–Maria Regina businesses may also advertise in a sub-register of the Directory, for higher annual fee registrations.

The primary aim is to create an opportunity for MR Community members to discover what professions, goods and services are available from within the MR Community, present and alumni.

The online directory is an easy way to access the information and keep it up to date. The directory will be category based with search tools that will enable the user to search by various fields such as business category, community status or postcode or a mixture of these.

There will be two types of registration - BASIC and the PREMIUM with additional logo and full page display (see next page for sample).

BASIC LISTING SAMPLE

Maria Regina Catholic Primary School

Contact Name: Principal
Street Address: 42 Central Road
Suburb: Avalon
Postcode: 2107
Phone: (02) 9918 3600
Fax: (02) 9918 6318
Email: mra@dbb.catholic.edu.au
Website: http://www.dbb.org.au/schools/mariareginaavalon/Pages/Default.aspx
Community Category: Not For Profit
Community Status: Community
Business Description: Single stream co-educational Catholic primary school for Years K to 6 in the Broken Bay Diocese.

PREMIUM LISTING SAMPLE - With Logo

Maria Regina Catholic Primary School

Contact Name: Principal
Street Address: 42 Central Road
Suburb: Avalon
Postcode: 2107
Phone: (02) 9918 3600
Fax: (02) 9918 6318
Email: mra@dbb.catholic.edu.au
Website: http://www.dbb.org.au/schools/mariareginaavalon/Pages/Default.aspx
Community Category: Not For Profit
Community Status: Community
Business Description: Single stream co-educational Catholic primary school for Years K to 6 in the Broken Bay Diocese.
PREMIUM FULL PAGE SAMPLE

Sample Shop

Contact Name: D Smith
Street Address: 123 Street
Suburb: Avalon
Postcode: 2107
Phone: (02) 9918 0000
Fax: (02) 9919 0000
Email: sampleshop.com.au
Website: sampleshop.com.au

3 4 2

SPEND $100 AND GET 3 ITEMS FOR THE PRICE OF TWO*

20% OFF ALL KIDS T-SHIRTS

GET 20% OFF ALL OUR KIDS T-SHIRTS
THE MR COMMUNITY REGISTRATION START UP BONUS

If you register before 15th March 2013 you are eligible for the Start Up Bonus. This extends the registration to the end of Term Two - 2014. The Directory will create a platform for MR Community members to showcase their businesses to the school community and the general public. Once launched you will be able to edit your listings online, at any time, through any internet browser using a secure login procedure. This website will allow public viewing access and eventually list non-Maria Regina businesses in a sub-directory. At this time we are only registering MR Community Members.

WHAT IS MR COMMUNITY MEMBERSHIP?

You qualify for MR Community Membership if you are:

- An Alumni Parent or Student.
- An immediate relative of the above

You may need to confirm the status with documentation.

THE PLAN DETAILS

There are two plans available BASIC and PREMIUM

BASIC includes:

- Name | Contact | Address | Telephone | Mobile | Fax | Email | Web-link fields
- 100 character text only business description.
- The business category you wish to be listed in.
- No Images or logo are allowed in this plan
- Update your details at anytime
- $55 per annum

PREMIUM includes:

- The BASIC Plan PLUS
- Logo
- Full Page Display with images and text that can be edited by the user at anytime. Also allows text links back to a company website and meta data.
- Update your page and details at anytime
- $150 per annum
The Maria Regina Business Directory

DEMO SITE

www.mariaregina.com.au

The site is currently in Registration and Demo mode. All listings are samples and will be deleted come the launch. Basic Instructions

- Click on Business Directory on the top menu
- Click on, for example, Information Technology in the Category Listing.
- You are at the list view. If a business has a logo it is a PREMIUM entry and by clicking the business name or the logo you will be directed to the FULLPAGE view.

REGISTRATION

You can register, manually by completing the form attached, or Online.

BY MANUAL FORM

- Complete the form at the end of this document and return it to the office,
- You need to complete both the Registration and Listing Details sections.
- Select your registration type.
- Provide Payment details.
- Your Business Description and Full Page content can be submitted by you once your listing is approved and launched. You will be notified by email.

ONLINE REGISTRATION

Go to www.mariaregina.com.au/register

Select your choice of registration with the BUY NOW button. Complete the online form then click on the REGISTER button and follow the on screen prompts through Checkout.

If you purchase a PREMIUM Plan you will be forwarded further instructions and can ask for a level of free support to get you started in creating your page.

Design services for your FULL PAGE listing are available on request at a preferential rate.

PLEASE NOTE TO REGISTER ONLINE YOU NEED -

An email account. A PayPal account or Credit Card
WHAT NEXT?

Your listing will be published as soon as possible after your registration verification.

Non-Maria Regina businesses will be paying $110 for a Basic and $300 for a Premium registration and will be listed in a sub directory.

Advanced search makes it possible to search for MR Community member’s listings only.

If you have any questions or need further information please contact

Danny Longhurst
d.longhurst@siteshack.com.au

◊ Support the School
◊ Create a Community Business Network
◊ Business Connections
◊ Promote Your Business
◊ Future initiatives in the pipeline

REGISTER BY 15TH MARCH 2013
START UP BONUS Renewal End of Term 2 - 2014
ONLY AVAILABLE TO SCHOOL COMMUNITY MEMBERS
MANUAL REGISTRATION FORM

&

Terms of Service
You do not need to complete this form if you register online at www.mariaregina.com.au/register

REGISTRATION SECTION
The details you enter in this section are not for your business listing but your personal details.

**Name**

**Email**

**Username**
Enter your choice of Username

**MR Community Relationship (tick box)**

- [ ] Current Parent
- [ ] Alumni Parent or Student
- [ ] Relative

- [ ] I declare that the relationship information I have entered is truthful and that if required I can verify this relationship with qualifying documents.

- [ ] I have read the attached Terms Of Service.

A random secret password will be issued to you on acceptance that will enable you to login to the website, edit your password, edit your listing and access private school information that becomes available.
LISTING SECTION
The details you enter in this section are for your business listing and should be your business details. Required fields are in red the others are optional

**Company**

**Address**

**Suburb**

**Postcode**

**Phone**

**Mobile**

**Fax**

**Email**

**Website**

**Category**

Enter the Business Category you think your business belongs e.g. Electrician.
REGISTRATION SECTION (tick box)
Choose the plan you require. Registrations are per annum.

☐ BASIC

☑ PREMIUM

Register before 15th March 2013 to be eligible for the Start Up Bonus.
The bonus Renewal date will be end Term 2 - 2014

PAYMENT SECTION (tick box)

☐ I will pay by cheque at the school office

☐ I will pay by credit card my details are:

Name

Card #

Expiry mm/yy

Once all your details have been verified and payment has been received you will be provided with an access password to login into the system

Thank you for your support.
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