

step-by-step directions

step 1 : contact

Call Uniguest and speak with Emelyn Davies at 1-800-467-1218 extension 176 or email emelyn.davies@uniguest.com to let us know you are interested.

step 2 : approve

Once your hotel has been approved for **quickscoop™**, you will choose between our No-Cost-Ad-Sponsored Program or our Direct Purchase Program. If you select the No-Cost-Ad-Sponsored Program, Uniguest arranges all the ad sales that offset the cost of production thus delivering you a product for no-cost. If you prefer no paid ads to appear, you may choose our Direct Purchase Program. Your cost for this format will be determined based on the products selected.

step 3 : agreement

Sign a agreement which defines the terms and the responsibilities of both parties.

step 4 : sell

Uniguest works with regional independent reps we call Affiliate Publishers (AP's) who will handle the sales of the local ads for the **quickscoop™** products. After the products are determined and contract signed, an AP is assigned to your account.

Your property is required to provide the AP with a complimentary room, parking, and local phone and fax privileges for a two week stay. We understand this will be based on availability. Uniguest will coordinate this timing for you on behalf of the AP.

Your AP will be familiar with your market and potential advertisers, but will also canvas the area and meet with your General Manager (GM) for suggested advertisers. Your GM may point out businesses that they prefer the AP not to solicit. Please keep in mind, too many restrictions may inhibit the sales effort.

Typically after a 10-14 day sales effort the AP will present a list of ad sponsors to the GM for approval.

step 5 : produce

Our in-house design team will get to work creating your program. A proof for each **quickscoop™** product will be made available to review and approve electronically. Each business purchasing an ad sponsorship will receive product proofs as well to ensure accuracy.

step 6 : deliver

Typically delivery time is 60 days from the date of all proof approvals.