



This agreement is entered into by BaptistBiz.com and \_\_\_\_\_ Association for the formation of the \_\_\_\_\_ Association Business Directory. Please know that this is a non-binding contract used only to clarify each party's responsibility. The signatures below will signify each party's commitment to fulfill the following responsibilities:

**Association's commitment:**

1. To insure only businesses that are either owned by or employ fellow members of this churches within the association be included in this directory.
2. To collect all data and payments necessary for a business to be added to your directory.
3. To forward that data and 40% of the payment received to BaptistBiz.com for the construction of your directory.
4. To manage the timeline by which businesses will be allowed to join your directory. Our suggestion is a 1 month deadline for the first registration and to reopen your directory for new businesses every 2 to 3 months. This allows you to control when and how businesses join. However, this is completely up to you. We will add the new business when we receive the data and payment.

**BaptistBiz.com's commitment:**

1. To construct your association's directory in an accurate and timely manner.
2. To send email confirmations to your association contact and each business included notifying them of the completion of your directory.
3. To address and correct any errors made in the content of your directory immediately upon notification.
4. To develop a link and send it to your association website administrator.
5. To assure each business listed in your directory is also listed in our regional, state and national directories.
6. To notify each business before their annual listing expires with instructions on how to renew. We will also send notification to the association contact informing them of the potential expiration of the business listing.
7. To provide frequent summary statements of funds raised through your association's participation in BaptistBiz.com.
8. To provide notification of other regional and state churches and associations participating in BaptistBiz.com.

\_\_\_\_\_  
Association Contact

\_\_\_\_\_  
Date

\_\_\_\_\_  
BaptistBiz.com Representative

\_\_\_\_\_  
Date