

Holidaygites.com:

8 Brancaster Close, Amington Fields, Tamworth, Staffordshire B77 3QD

Tel. (01827) 310395 email info@holidaygites.com

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The registration process in detail

Registering your property with Holidaygites.com is a simple 4 stage process.

- 1) Think up a password of at least 6 characters. It is important that you remember this as it will identify you if you wish to update your details at a later date. You may wish to complete the “your details” section later in this download and keep this copy in your files.
- 2) Complete the application form (Click on the “Advertise now” button from the page on our site at www.holidaygites.com/advertise.htm . When you complete the form your details will be forwarded to us electronically and we will start to prepare your advert.
- 3) Forward your pictures in .jpg format to pictures@holidaygites.com A maximum of 5 pictures are allowed and you can include descriptions if you wish with your email.
- 4) Complete the booking form (enclosed at on the last page of this download or available during the registration process) and forward to ourselves along with your cheque for £20 (or your selected subscription amount) made payable to “EA Design” (Note EA Design are the owners of Holidaygites.com. You can visit EA Design at <http://www.eadesign.co.uk>)

As soon as your payment is received, your advertisement will be uploaded to www.holidaygites.com. The years advertising will start from the date of upload and we will advise you as soon as your details have been uploaded to the site by email. An invoice for your payment will be issued on request and forwarded to you by email.

Discounts are available for booking longer periods upon first registration.

1 Year : £20

2 Years : £30
3 Years : £40
4 Years : £50

Updating your details at a future date

You are free to update your details / pictures with Holidaygites.com at any time for **no charge**. We would ask that you try to keep these updates to a maximum of four per year but within reason we will always carry out your change requests at any time.

In order to update your text / details you should go to

<http://www.holidaygites.com/members>

This part of our site requires username and password access. These details are NOT your own password and email address. A personal email will be sent to you following upload of your advert giving you the password and username required to access this part of our site.

When you wish to update your text content you will see an application form that looks just like the original application form. On this form you should enter your password and email address in the extra boxes that appear at the top of the form (so we know who you are).

As far as the rest of the form is concerned you **only** need to complete the parts of the form that require changes to be made. Therefore if you want to advise us simply of price changes then complete the prices section only in full. Any section that carries changes in the update form will be changed fully to represent these new details.

For example, if you want to change one price then complete the whole prices section only (this will mean repeating the prices which are to remain).

Getting pictures shown on your advertisement

Once you have completed the online form you are free to email up to 5 pictures to us for display on your advertisement. Please remember to quote your password on the email. You may include a brief description of each picture if you wish.

Email pictures to pictures@holidaygites.com

There is no extra cost for displaying pictures; this is included in the registration cost although using pictures is not compulsory.

Changing your pictures at a later date

Simply email a new set of pictures at any time to pictures@holidaygites.com Please note that we will replace all pictures unless you specifically advise us which photos to change. Remember you can have a maximum of 5 photos at

any one time. Remember to quote your password and any description / instructions in the email.

There is no charge to update your pictures at any time.

Your details

Your Security email address	
Your Password	
Update site location	www.holidaygites.com/members
Update site access Username*	
Date advertising starts (email will advise)	
Update site access Password*	
*Update site username and password will be advised to you in our conformation email following upload of your details to the site	

Other information



8 Brancaster Close, Amington, Tamworth Staffordshire B77 3QD Tel. 01827 310395
www.eadesign.co.uk email. info@eadesign.co.uk

Considering having a web site for your property? Why not contact us at info@eadesign.co.uk for a quote. Remember if you have a web site built by EA Design including domain name, email and hosting* for just £150 you can advertise on Holidaygites.com totally free !

Hosting and domain fees are renewable at £57.75 per annum (hosting) and £19.50 per 2 years (Domain - .co.uk)

If you ever have any questions about any aspect of our service then please do not hesitate to contact us at info@holidaygites.com . We really like to hear from you and will do everything we can to assist in any way.

Holidaygites.com Booking Form

Please complete and return to:

Holidaygites.com.

8 Brancaster Close, Amington Fields, Tamworth, Staffordshire B77 3QD

Your Full Name	
Your email Address	
Your Security Password	
Tel. Number*	
Your address*	

*Optional. These are useful if you ever need to contact you. These will never be given to any other party.

Booking fee enclosed (please circle as required)

1 Year £20

2 Years £30

3 Years £40

4 Years £50

Please ensure that all cheques are made payable to “EA Design”

Cheques made payable to Holidaygites.com are unfortunately not acceptable.

Many thanks for booking your advertising with Holidaygites.com