



Library Foundation of North Texas, Inc.

Librarian's Marketplace Application for Company Listing

Please complete this form and mail it, with your check, to:

**Librarian's Marketplace
Library Foundation of North Texas
6320 Southwest Blvd., Suite 101
Fort Worth, Texas 76109**

Company Name _____

Marketplace ID Number _____

(Please include the number from your confirmation email to make sure your payment is applied correctly.)

Type of Listing (select one)

Standard listing - \$100
company name, contact information, company logo, and brief product description

Deluxe listing - \$150
company name, contact information, company logo, brief product description, and link to website

Amount enclosed: _____

Authorized Signature

I, the authorized representative of the company named above, agree to the terms and conditions listed in the attached Librarian's Marketplace Guidelines.

Name: _____ Date: _____

Please make checks payable to **Library Foundation of North Texas**.
Listings will not be published until payment has been received.



Library Foundation of North Texas, Inc.

Librarian's Marketplace Guidelines

A listing in the Librarian's Marketplace is good for one year from the time it is approved. All companies who wish to be listed must first meet the following qualifications:

1. All company listings are subject to Library Foundation of North Texas (LFNT) approval.
2. The company, not LFNT, is responsible for the accuracy of their listing information.
3. All companies wishing to be listed in the Librarian's Marketplace must be able to provide references upon request. References may be contacted to ensure that companies will provide reputable services.
4. All companies must complete the application form online in order to be listed in the Librarian's Marketplace. Listings will not appear until payment has been received.
5. All companies must submit a short listing of the products and services they offer, as well as one person to be the contact for the account.
6. Affiliation with LFNT or NTRLS through the Librarian's Marketplace does not imply endorsement of a company, products or services by LFNT or NTRLS, nor does LFNT or NTRLS guarantee any service or product provided by a vendor in the Librarian's Marketplace.
7. A purchased listing in the Librarian's Marketplace includes the following: vendor / organization name and contact information, description of products and services, and logo. Companies may have the option to upgrade their listing to include a web site link. The Librarian's Marketplace is an online guide only and will not be available in printed format.
8. Changes or additions to listings during the year may be subject to a service fee, which will be based on the time required to make the changes.
9. Applications received without payment or references will not be listed in the online resource directory.
10. If at any time a company's services are deemed no longer appropriate or needed for LFNT or NTRLS member libraries, they may be removed from the online Librarian's Marketplace. Refunds will not be issued for the remaining portion of the subscription.
11. If at any time a company no longer wishes to be listed in the Librarian's Marketplace, they must submit a written request to LFNT. Refunds will not be issued for the remaining portion of the subscription.
12. All companies listed in the Librarian's Marketplace will be notified 60 days prior to their expiration date so that they may renew their subscription. A listing will be removed immediately on the expiration date if the subscription is not renewed.

Librarian's Marketplace
Library Foundation of North Texas
6320 Southwest Blvd., Suite 101
Fort Worth, Texas 76109