



Please find to follow information requested for the website administered by the Jersey Conference Bureau to be updated.

- **Please respond to jcb@jersey.com**
- **Please supply all information as requested.**
- **Please do not send as completed artwork nor exceed the word maximums.**
- **Please send text as unformatted text ideally in a word document.**
- **Please do not send as PDF's.**
- **Images are to be supplied as jpeg format only.**
- **Once uploaded you will then receive an e-mail asking you to check your entry.**
- **Please try to supply images as close to the requested sizes as possible.**

All membership levels

Listing page

Address

Telephone

Fax (optional)

Website

Contact E-mail

Contact Name

Extra Information – Awards, Rosettes etc.

Max 80 words description

Image 2 120 x 120 pixels 96 dpi. jpeg format

Full Detail page

Max 350 words additional copy

Facebook link detail, twitter link detail

Up to 5 additional images 640 x 480 96 dpi jpeg format

Up to 5 additional banner images 950 pixels (w) 200 pixels (h) 96 dpi jpeg format

Please supply in correct format as this ensures that images are not cropped etc.