

PROPOSAL CHECKLIST

Please return items on this checklist with your
Back-to-School Market 2011 Proposal

Forms to be completed:

- Vendor Profile Form
- Vendor Policies Form
- Standard Proposal Form
- Show Specials Proposal Form

- We prefer to receive your proposal forms electronically. All forms are available for download in convenient spreadsheet or document format at:
www.connect2one.com/vendorforms.asp
- Contact Vicky Gladish at vgladish@connect2one.com for assistance with electronic forms.
- When submitting your 2011 proposal, please include an introduction to the program with highlights and how it differs from your standard offering to the bookstore market.

You must also submit:

- Signed Vendor Partnership Market Development Plan
- Code of Conduct, Factory Disclosure, or similar documentation
- Company Product Catalog and Standard Price List
- Rep Listing & Territory Coverage
- Product Samples
Contact a Program Director for sampling requirements related to your offering.
 - Samples will not be returned unless requested.
 - Do not send samples on an invoiced basis.
- Artwork / Images
(JPEG, PDF) for catalog pages and/or In-Depth Review slides. Contact Program Director for details.

On approval of your proposal, we will fax or email you a proof of your catalog page(s) and a confirmation of your Vendor Partnership Market Development Plan.

Deadline for Proposals: **Monday, November 15, 2010**

Send to:

Connect2One
Program Proposal
4350 Glendale-Milford Rd. Suite 240
Cincinnati, OH 45242

If you have any questions regarding this process, or to schedule an in-person presentation, please contact the Connect2One Program Directors at 800-563-9034.