

# Sales / Promotion / Event

The Marketing Department would like to help promote your store's sales and special events on our website [www.broadwaymall.com](http://www.broadwaymall.com). The following policies have been established for website use:

- Requests must be received a minimum of three (3) business days prior to start date.
- The Marketing Department reserves the right to edit messages for length or clarity.
- The Marketing Department reserves the right to deny any request based on availability of space, significance of message, tenant's marketing fund, or rent payment status.
- All requests must include a special sale, promotion, or event (i.e. BOGO 50% off, Spring Fashion Event, ect...) Requests not including sales or special information (i.e. "We specialize in women's apparel," "Located on the lower level near Macy's," ... etc.) will be denied.
- In no way shall the Marketing Department be responsible for typographical errors or failure to run the request.
- There is no fee for tenant's to advertise on Broadway Mall website.

MERCHANT NAME:

REQUESTED BY:

START DATE:

END DATE:

SALES/PROMOTION TITLE:

DESCRIPTION:

GRAPHIC(S) SUPPLIED?

YES  NO

*Send to email below*

**Please complete the following and email to [smonachelli@broadwaymall.com](mailto:smonachelli@broadwaymall.com)**

