



## **Sun City Home Owners Association**

### **Business Partners Advertising Opportunities!**

#### **Our Sun City residents support the Sun City Home Owners Association Business Partner Referral Program**

**All Advertising done in any SCHOA publication is reserved  
for current Business Partners only.**

Members of the SCHOA Business Partner Referral Program agree to maintain their membership when advertising in any SCHOA publication. If a Business Partner becomes inactive, any current advertising will cease, and refunds will not be issued.

#### **SCHOA Meeting Room**

SCHOA Business Partners may rent our meeting room to host free seminars that are offered to our members. The current fee associated with this is \$100 for a two-hour block, \$25 for each addition hour or fraction thereof. To assist in getting your scheduled event to our members we will advertise the seminar in two weekly emails leading up to the event. Also, depending on the date of the meeting we will also include it in our monthly newsletter. Both advertising options are included with the room rental, which adds an additional value to your event. Please refer to the Meeting Room Reservation form for additional details and requirements.

#### **SCHOA Monthly Newsletter**

Advertising in SCHOA's monthly newsletter offers targeted Sun City exposure. Please consider this as one of your advertising options. Ad sizes, pricing and deadlines are outlined on page 3.

The newsletter is distributed electronically on the first of each month and is included in our weekly emails to SCHOA members and others on our email list. We also post our newsletters on the SCHOA website [SunCityHoa.org](http://SunCityHoa.org) and make copies of the newsletter available in our lobby. (All email addresses are privately held by SCHOA and not sold or distributed to any entity).



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### **The Official Sun City Community Resource Guide**

The SCHOA Resource Guide is designed to be an annual reference publication for the year. The Resource Guide will again be published as an 8 ½" by 11" book and will include, but not be limited to, information on SCHOA, the governance and enforcement of the CC&Rs of Sun City, community resource information, area maps, local landmarks and advertising opportunities for our current Business Partner Referral Program members.

The Resource Guide will be distributed directly to homes throughout Sun City, be available at the SCHOA office for both SCHOA members and residents. The Recreation Center of Sun City (RCSC) also distributes these to new Sun City residents and are available through the RCSC Visitor Center. In 2021, 22,000 guides were distributed directly to Sun City residents and an additional 3,000 are being distributed at various locations and events throughout 2022.

### **SCHOA Sponsorships**

Sponsorships for various SCHOA events may also be possible throughout the year. These sponsorships will vary depending on the event. Opportunities will be sent to our Business Partners by email when they are available.

If you are interested in any of these opportunities, please contact SCHOA at 623.242.8535 or email [marketingmanager@suncityhoa.org](mailto:marketingmanager@suncityhoa.org).

**Thank you for allowing SCHOA to assist you in building your business.**

**Sun City Home Owners Association**

10401 West Coggins Drive - Sun City, AZ 85351 | 623.974.4718 | [SunCityHOA.org](http://SunCityHOA.org)



**Sun City Home Owners Association**  
**Business Partners Advertising Opportunities!**  
**MONTHLY NEWSLETTER**

Name of Business: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**NEWSLETTER COPY MUST BE PRINT READY**

(Monthly Ad Copy Deadline – the 20th of each month)

Ad Size	Monthly	3 Months	6 Months	1 Year	Total Amount	Paid
Business Card - 2"x3.5"	\$ 125	\$ 330	\$ 510	\$ 780		
¼ page - 3.5"x4.75"	\$ 175	\$ 450	\$ 750	\$1,200		
½ page - 7.5"x4.8"	\$ 250	\$ 675	\$1,200	\$1,800		
Full page - 7.5"x10"	\$ 400	\$ 900	\$1,650	\$3,000		

If consecutively running, Begin month: \_\_\_\_\_ End month: \_\_\_\_\_

**If you want specific months-please circle selection**

January	February	March	April	May	June
July	August	September	October	November	December

Make checks payable to: SCHOA  
Mailing Address: Sun City Home Owners Association  
Attn: Marketing Department  
10401 West Coggins Drive, Sun City, AZ 85351

or

Email this form to: [marketingmanager@suncityhoa.org](mailto:marketingmanager@suncityhoa.org)

Full Name/s on Credit Card: \_\_\_\_\_

Full Billing Address on Credit Card: \_\_\_\_\_

Amount of Payment: \_\_\_\_\_ Date of Payment: \_\_\_\_\_

Payment Type: Check: # \_\_\_\_\_ or Circle Credit Card: MC VISA DISCOVER AMERICAN EXPRESS

Credit Card # \_\_\_\_\_ EXP Date: \_\_\_\_\_ CVV# \_\_\_\_\_ Billing Zip: \_\_\_\_\_

**\*Make checks payable to SCHOA / When using your credit card, we do add 4% to cover the cost of the bank processing fee.**

**Office use:** \_\_\_\_\_

**SCHOA thanks you for your support**



## Sun City Home Owners Association

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#### SCHOA MEETING ROOM

Date Request: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Times: Arrival/Set Up: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Clean Up Done By: \_\_\_\_\_

Title of Meeting for Advertising: \_\_\_\_\_

Description of Meeting: \_\_\_\_\_

Number of Attendees (Room max capacity 50 theater style/45 at tables-inverted V): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Name of Organization/Business: \_\_\_\_\_

Address/City/Zip: \_\_\_\_\_

Name of Person Requesting Reservation: \_\_\_\_\_

Contact Cell Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

#### **CIRCLE REQUESTS:**

- Will you have advertising RSVP flyers: YES or NO
- You will need to supply a sufficient amount of your RSVP Flyers to SCHOA for display in our lobby and outside display cases. To receive your complimentary advertising in SCHOA's Looking Ahead Calendar and monthly newsletter, send a pdf copy of your flyer to [Marketing@suncityhoa.org](mailto:Marketing@suncityhoa.org).
- To be included in the SCHOA monthly newsletter and looking ahead calendar, your information must be received by the 20th of the month prior to your presentation.

#### **MEETING ROOM:**

- The SCHOA Building is a **NO SMOKING** facility.
- Approval is required to allow refreshments to be brought in for your event.
- Will you provide refreshment? YES or NO

#### **SCHOA AUDIO/VISUAL SECURITY POLICY to use SCHOA's TV Monitor for Your Presentation:**

*You will need to provide your own laptop equipment, loaded with your complete event presentation.*

**\*\*\*Confirm your laptop has HDMI port compatibility\*\*\***

SCHOA will provide both an HDMI cord to connect your laptop to use our television as your monitor and a wireless remote control for PowerPoint presentations. Will you need?

**TV Monitor: YES or NO**

**Wireless Microphones: YES or NO**

**Podium: YES or NO**

The SCHOA meeting room is set in board room/theater style. Using the TV as a monitor requires a change to this setting & requires a room reset deposit.

To view the room, confirm your room layout and to test your laptop connection, appointments can be made Monday through Thursday between 9:30am and 2:00pm or Friday between 9:30am -11:00am. Please call 623.974.4718 or 623.242.8764 for additional information.

All Setups, Presentations and Clean Ups need to start and be completed between the hours of 9:30am and 2:30pm or 11:30am on Fridays.



## Sun City Home Owners Association

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### SCHOA MEETING ROOM

Meeting Name and Date: \_\_\_\_\_

#### ROOM USAGE & FEES:

- Number of Hours of Use Requested: \_\_\_\_\_.
- Charges begin with stated arrival set up time and end when cleanup is to be completed.
- SCHOA accepts credit card, cash or check made payable to SCHOA; Note on check: community room reservation & event date.
- **Business Partners:**  
\$100 for a two-hour block, \$25 for each addition hour or fraction thereof.
- **Non-Member Organizations:**  
\$150 for a two-hour block, \$50 for each additional hour or fraction thereof.
- **Condominium Associations:**  
\$25 per hour up to 2 hours (\$50), \$10 for each additional hour or fraction thereof.

#### REFRESHMENTS AND ROOM SET UP – SERVICE CHARGES:

- You may arrange the room as you need for your meeting. Refreshments and drinks may also be brought in. Please know that SCHOA reserves the right to charge a service charge if the room is not cleaned and reset to our original layout.

All dates are tentative until your requested date is confirmed as available, and your fees/deposits/charges are paid. No refunds will be given for events/presentations cancelled by the organizer within 10 days of the scheduled event.

Your signature indicates that you accept and understand the above guidelines.

Organizer Signature: \_\_\_\_\_

(Print) Organizer Name: \_\_\_\_\_

It's a pleasure to welcome you to SCHOA and our Community Meeting Room. We wish you success with your event.

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Make all checks payable to: **Sun City Home Owners Association**

Mail this form and your check to:

SCHOA; Attn: Business Partners

10401 West Coggins Drive, Sun City, AZ 85351

Or email [marketing@suncityhoa.org](mailto:marketing@suncityhoa.org) by credit card payment

Name on Credit Card: \_\_\_\_\_ Credit Card #: \_\_\_\_\_

Amount of Payment: \_\_\_\_\_ CC Exp. Date (MM/YY): \_\_\_\_\_ CVV Code: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



**Sun City Home Owners Association**  
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**STATISTICS**

## **2021 Advertising Web, Newsletter and Eblast Numbers**

If you have any questions regarding these statistics, please email us at [MarketingManager@SunCityHOA.org](mailto:MarketingManager@SunCityHOA.org)

**Website:** [www.suncityhoa.org](http://www.suncityhoa.org)

Stats for one year:

32,368 users

41,253 sessions

114,759 page views

### **Monthly Newsletters:**

Sent to SCHOA members on the first of each month to nearly 9,800 contacts.

Included in our weekly emails to our members and residents.

Current edition is posted on the front page of SCHOA's website and is also posted on the Newsletter page.

We display copies of the current edition in our lobby.

### **Weekly Eblasts:**

9,762 subscribers blasted per week

4 Regular Eblasts per month

Newsletter link included each week

### **Public Safety Alerts, Special Eblasts:**

An average of four extra email blasts per month with a potential audience of 32,000 addresses containing a link to the current newsletter. Our single subject Eblasts generally have a higher rate of opens and conversion.

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