

Lorain County Township Association

January 19, 2012

Dear Trustees and Fiscal Officers,

It is time to redo our directory. First we need to update your Township's information. An information sheet is attached, please modify any information that has changed and return to me by snail mail, fax or just email me the changed information with **"change township information"** in the subject line. We are in the process of updating the directory and the web site. **Please include all web site addresses, email addresses of the township, trustees, fiscal officers, zoning inspector, road supervisor and other listed employees as well as soon as possible! Word format of the Township Information sheets are available from me. Email me at smagyar@pittsfieldtp.us for your townships word version of the township document and you may be return it to me with the updated information.**

Secondly, we are requesting all townships to campaign for at least 3 ads for the directory! This can be done from your office with a fax machine or in person. Request ads from the firms that you do business with that can benefit from the directory. The cost is very reasonable and most public agencies use our directory to check for suppliers and information.

Attached are forms you may copy as well as a cover letter. The front cover, center and back covers of the directory have extra charges and are reserved for renewal to the customers that now advertise on them. Please contact new or previous advertisers that are near your service area or firms your township does business with. Forms & Information can be downloaded at <http://www.lctaonline.org/docs/adform.htm> . Deadline for ads will be April 19th.

Please send all ads, information and payment to me at:

Steve Magyar

46190 Rt. 303

Wellington, Ohio 44090

Email: smagyar@pittsfieldtp.us

Or in person at: Pier 58 Marine, Corner of Rts. 58 & 303 Pittsfield.
I will furnish a receipt to all advertisers.