



hrMarketsource Directory Listing Information

Who is hrVillage.com?

hrVillage.com is a web destination created by human resources professionals to help companies manage their most important assets—their employees! Our web site visitors include HR specialists and generalists from mid- and large-sized corporations, as well as owners and managers of smaller businesses and startup ventures. hrVillage.com connects them to a wealth of information, tools and other resources that will help them achieve their HR goals and solve their HR problems.

What is our hrMarketsource directory?

The hrMarketsource directory, to be launched on hrVillage.com in August 2000, will offer the web's most comprehensive and useful directory of HR goods and services providers. The directory will help users find providers who offer everything from books to software, executive coaches to benefits administrators, training programs to legal advisors, compensation consultants to vendors of corporate gifts, and much more. More than just a simple categorized listing, both seekers and providers of HR goods and services will find hrMarketsource to be:

- > **All-Inclusive:** we'll include basic listings for all HR goods and services providers free of charge, giving users ultimate choice and control over who is best qualified to serve their needs.
- > **Searchable and Sortable:** we'll let users search and sort by company name, product category, location and other parameters to allow fast and easy identification of providers that can meet their needs.
- > **Targeted:** we'll connect providers of goods and services directly to those seeking solutions to meet their HR needs and solve their HR problems, all within the context of an HR-specific web destination.
- > **Timely:** we'll help goods and services providers gain on-demand exposure through user initiated searches.
- > **Value-Added:** we'll allow goods and services providers opportunities to enhance their exposure with more detailed contact and product information, web site and email hyperlinks, and corporate logos.



FREE BASIC LISTING! List your company in the hrMarketsource directory today!

To enhance your listing, see the descriptions and ABC Group examples below to decide which one works best for you.



Our **BASIC (1)** listing (free of charge) includes:

- > Company name
- > Company address
- > Company phone and fax
- > Inclusion in an unlimited number of appropriate goods/services categories

1

ABC Group
1234 Main Street
Anytown, USA 98765
Voice: (321) 456-7890
Fax: (321) 456-7891

The **hrCONNECT (2)** listing makes a direct connection between you and potential customers via the networking capabilities of the web, adding:

- > Bold company name
- > Hyperlink to your company web site
- > Company contact name with direct phone and email hyperlink

2

ABC Group
www.abcgroupp.com
1234 Main Street
Anytown, USA 98765
Voice: (321) 456-7890
Fax: (321) 456-7891
Contact: Jane Jones
(321) 456-7865
jjones@abcgroupp.com

The **hrEXTEND (3)** listing informs potential customers about your goods and services and links them directly to product information on your web site, adding:

- > A 100-word description of the company's products
- > Deep hyperlinks to pages within the company's web site that offer more detailed product information

The **hrBRAND (4)** listing helps your company stand out from the crowd, adding:

- > Company logo hyperlinked to company web site

4

ABC GROUP **ABC Group**
www.abcgroupp.com
1234 Main Street
Anytown, USA 98765
Voice: (321) 456-7890
Fax: (321) 456-7891
Contact: Jane Jones
(321) 456-7865
jjones@abcgroupp.com

3

The ABC Group offers strategic benefits consulting and compensation consulting services, including systems design, executive compensation and...

Order your ENHANCED LISTING before October 1, 2000,
and receive a special introductory rate!

Details are available on the attached insertion order form.



Directory Listing Order Form

CONTACT INFORMATION (for HRVillage use only; company info to be included in listing should be provided below)

Business Name: _____
 Contact Name: _____ Email: _____
 Address: _____
 City: _____ State/Province: _____
 Postal Code: _____ Country: _____
 Phone: _____ Fax: _____

DIRECTORY LISTING ORDERED (also complete information below, as required by listing type ordered)

1. Check ONE box below to designate listing type you want to order.
2. Complete only the sections below (A thru E) required for the listing type you ordered.
3. Complete CONTACT INFORMATION (above) and PAYMENT INFORMATION (below for all listings other than "Basic").

LISTING	COST	SECTIONS TO BE COMPLETED BELOW
<input type="checkbox"/> Basic Listing	No Charge	A and B only
hrCONNECT		
<input type="checkbox"/> 6 months	\$200 (\$175 if ordered before 10/01/00)	A, B and C
<input type="checkbox"/> 12 months	\$350 (\$300 if ordered before 10/01/00)	A, B and C
hrEXTEND		
<input type="checkbox"/> 6 months	\$450 (\$400 if ordered before 10/01/00)	A, B, C and D
<input type="checkbox"/> 12 months	\$825 (\$750 if ordered before 10/01/00)	A, B, C and D
hrBRAND		
<input type="checkbox"/> 6 months	\$650 (\$575 if ordered before 10/01/00)	A, B, C, D and E
<input type="checkbox"/> 12 months	\$1200 (\$1100 if ordered before 10/01/00)	A, B, C, D and E

Start Date: _____ End Date: _____

PAYMENT INFORMATION (please do not send cash)

Payment Amount: _____ Name (please print): _____
 Check Number: _____ Signature: _____

INSERTION ORDER AGREEMENT

By completing and signing this insertion order, the advertiser/agency agrees to the terms set forth above and on the attached General Terms and Conditions:

Signature: _____ Date: _____
 Title: _____ Company: _____

Return completed and signed insertion order, including listing information on page 2, with payment to:

hrVillage.com
651 West Washington Boulevard
Suite 302
Chicago, IL 60661

FOR OFFICE USE ONLY:

Insertion Order #: _____ Date Submitted: _____
 hrVillage Account Representative: _____

Insertion Order #:

Section A (complete for all listing types)

FORMAT(S) OF GOODS AND/OR SERVICES (check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> Consulting Services | <input type="checkbox"/> Technology Goods & Services | <input type="checkbox"/> Other Goods & Services |
| <input type="checkbox"/> Information Goods & Services | <input type="checkbox"/> HRMS/HRIS | _____ |
| <input type="checkbox"/> Legal Services | <input type="checkbox"/> Systems Integration Services | |
| <input type="checkbox"/> Administrative Services & Outsourcing | <input type="checkbox"/> Application Software & Services | |

HR DISCIPLINE OF GOODS AND/OR SERVICES (check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Benefits
<input type="checkbox"/> Corporate Concierge Services
<input type="checkbox"/> Disability Insurance
<input type="checkbox"/> Employee Assistance Programs
<input type="checkbox"/> Executive Benefits
<input type="checkbox"/> Family Medical Leave Act (FMLA)
<input type="checkbox"/> Flexible Benefits/Cafeteria Plans
<input type="checkbox"/> Flexible Spending Accounts
<input type="checkbox"/> Health Insurance
<input type="checkbox"/> Life Insurance
<input type="checkbox"/> Military Leave
<input type="checkbox"/> Relocation
<input type="checkbox"/> Retirement/Pension/401K/ESOP Plans
<input type="checkbox"/> Tuition Assistance
<input type="checkbox"/> Workers Compensation
<input type="checkbox"/> Benefits--Misc. | <input type="checkbox"/> Employee Health & Safety
<input type="checkbox"/> Ergonomics
<input type="checkbox"/> Sexual Harassment
<input type="checkbox"/> Standards
<input type="checkbox"/> Wellness
<input type="checkbox"/> Work-Life Balance
<input type="checkbox"/> Workplace Security
<input type="checkbox"/> Employee Health & Safety--Misc. | <input type="checkbox"/> Staffing & Recruiting
<input type="checkbox"/> Affirmative Action/Diversity Planning
<input type="checkbox"/> Applicant & Hire Tracking
<input type="checkbox"/> Background Checks
<input type="checkbox"/> Equal Employment Opportunity
<input type="checkbox"/> Immigration & Naturalization, Visas
<input type="checkbox"/> Interviewing
<input type="checkbox"/> Outplacement
<input type="checkbox"/> Personality Assessment
<input type="checkbox"/> Recruiting
<input type="checkbox"/> Recruitment Advertising
<input type="checkbox"/> Selection
<input type="checkbox"/> Alternative/Contract/Temporary Staffing
<input type="checkbox"/> Termination
<input type="checkbox"/> Work Scheduling
<input type="checkbox"/> Staffing & Recruiting--Misc. |
| <input type="checkbox"/> Compensation
<input type="checkbox"/> Compensation Systems Design
<input type="checkbox"/> Corporate Gifts/Awards/Recognition Programs
<input type="checkbox"/> Equity Offerings/Stock Options/ESOPs
<input type="checkbox"/> Executive Compensation
<input type="checkbox"/> Incentives/Variable Pay/Gain-Sharing
<input type="checkbox"/> Job Descriptions & Documentation
<input type="checkbox"/> Job Evaluation/Analysis
<input type="checkbox"/> Payroll
<input type="checkbox"/> Salary & Wage Data/Surveys
<input type="checkbox"/> Time & Attendance
<input type="checkbox"/> Compensation--Misc. | <input type="checkbox"/> Labor Relations
<input type="checkbox"/> Arbitration/Mediation
<input type="checkbox"/> Certification/Decertification
<input type="checkbox"/> Collective Bargaining
<input type="checkbox"/> Compliance
<input type="checkbox"/> Mediation & Dispute Resolution
<input type="checkbox"/> Positive Labor Relations
<input type="checkbox"/> Work Stoppage/Strikes/Lock-Outs
<input type="checkbox"/> Unions
<input type="checkbox"/> Labor Relations--Misc. | <input type="checkbox"/> Training & Development
<input type="checkbox"/> Career/Professional Development
<input type="checkbox"/> Competencies/Skills Training
<input type="checkbox"/> Corporate/Employee Communications
<input type="checkbox"/> Employee Satisfaction
<input type="checkbox"/> Performance Management/Appraisal
<input type="checkbox"/> Policy Manuals & Employee Handbooks
<input type="checkbox"/> Testing
<input type="checkbox"/> Training & Development--Misc. |
| | <input type="checkbox"/> Organization Design & Development
<input type="checkbox"/> Alternative Work Arrangements (flexible staffing, hoteling, telecommuting, etc.)
<input type="checkbox"/> Change Management/Reorganization
<input type="checkbox"/> Downsizing
<input type="checkbox"/> Organization Design
<input type="checkbox"/> Organizational Culture
<input type="checkbox"/> Succession Planning
<input type="checkbox"/> Team Development
<input type="checkbox"/> Org. Design & Development--Misc. | <input type="checkbox"/> General Human Resources Management
<input type="checkbox"/> Administrative Forms
<input type="checkbox"/> General HR Management--Misc. |

Section B (complete for all listing types)

Business Name: _____
Address: _____
City: _____ State/Province: _____
Postal Code: _____ Country: _____
Voice Number: _____ Fax Number: _____

Section C (complete for hrConnect, hrExtend, hrBrand listings)

Web Site URL (includes hyperlink): <http://> _____
Contact Name (to appear in listing): _____
Contact Voice Number: _____ Contact Email Address: _____

Section D (complete for hrExtend, hrBrand listings only)

Description of goods/services (up to 100 words; include URLs as <http://...> to denote hyperlinks to product web pages where desired):

Section E (complete for hrBrand listings only)

Who should hrVillage contact to obtain logo in digital format (JPG or GIF, 120x120 pixel max) for listing:
 Same as named in CONTACT INFORMATION on page 1 Other (provide name, phone number and email address below)
Name: _____ Phone: _____ Email: _____

GENERAL TERMS AND CONDITIONS FOR DIRECTORY LISTING INSERTION

- 1. General.** A signed insertion order and payment must be submitted to HRVillage.com LLC (HRV) no less than seven (7) days prior to insertion start date. By submitting information for inclusion in the HRMarketspace directory within the HRVillage.com web site, advertiser/agency agrees to be bound by the terms of this contract. No conditions other than those set forth herein shall be binding on HRV unless specifically agreed to in writing by HRV. This contract supersedes all terms and conditions on HRV's rate cards.
- 2. Changes and Cancellations.** All information and artwork must be received at least seven (7) days prior to insertion start date. Cancellations will not be accepted after the agreed start date. Changes to information and artwork must be received by HRV at least seven (7) days prior to requested change date. Any cancellations or change orders must be made in writing and acknowledged by HRV. This contract may be canceled by HRV or advertiser/agency with 30 days prior written notice to the other party.
- 3. Payment.** Unless otherwise agreed in writing, payments due HRV are payable no less than seven (7) days prior to insertion start date.
- 4. Licenses and Indemnification.** The advertiser/agency represents that the advertiser is the owner or is licensed to use the entire contents and subject matter contained in its directory listing, including, without limitation, (a) the names and/or contact information of persons; (b) any copyrighted material, trademarks and/or depictions of trademarked goods or services; and (c) any testimonials or endorsements contained in any advertisement submitted to HRV. In consideration of HRV's acceptance of such advertisements and information for publication, the advertiser and agency will jointly and severally indemnify and hold HRV and its affiliates harmless against all loss, liability, damage and expense of any nature (including attorney's fees) arising out of the copying, printing, distributing, or publishing of advertiser's/agency's advertisements. If advertiser possesses any preexisting copyright interests in the advertisements, advertiser grants HRV the rights to use, reproduce, and distribute the advertisements.
- 5. Rejections.** HRV reserves the right, without liability, to reject, omit or exclude any advertisement or portion thereof, or to reject or terminate any links for any reason at any time, with or without notice to the advertiser/agency, and whether or not such advertisement or link was previously acknowledged, accepted, or published.
- 6. Limitation of Liability.** HRV shall not be liable for any errors in content or omissions. Should an error appear in an advertisement, HRV's liability will be limited to the cost of the advertisement (prorated for the publishing period completed). HRV will not be liable for any delays in delivery and/or non-delivery in the event of an act of God, action by any government entity, transportation, strike, network difficulties, electronic malfunction, etc., or any feasibility, reliability, or effectiveness related to the HRV web site. HRV does not represent or warrant that the HRV web site will meet the objectives or needs of the advertiser/agency or any third party. In no event will HRV be liable for any failure, disruption, downtime, interruption, miscalculation, delay, inaccuracy, or any other nonperformance related to the HRV web site. **UNDER NO CIRCUMSTANCES WILL HRV BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, FOR LOST INCOME OR PROFITS, IN ANY WAY ARISING OUT OF OR RELATED TO THIS AGREEMENT, EVEN IF HRV HAS BEEN ADVISED AS TO THE POSSIBILITY OF SUCH DAMAGES.**
- 7. Choice of Law and Forum.** This contract shall be interpreted and construed in accordance with the laws of the State of Illinois, without regard to its conflicts of laws provision, and with the same force and effect as if fully executed and performed therein. Each party hereby consents to the personal jurisdiction of the State of Illinois, acknowledges that venue is proper in any state or Federal court in the State of Illinois, agrees that any action related to this Agreement must be brought in a state or Federal court in the State of Illinois, and waives any objection that may exist, now or in the future, with respect to any of the foregoing.
- 8. Miscellaneous.** This contract cannot be sold, assigned or transferred by advertiser/agency to any party. If any portion of the contract is found unenforceable for any reason, the remainder will remain in full force and effect. No waiver by HRV shall operate as a waiver of any other provision or any subsequent default. These terms represent the entire agreement of the parties. HRV will not be bound by the representations of any agents, brokers, or other third parties. Any modifications must be in writing and signed by an authorized representative of HRV.