



## **NEW ORDERING OPTIONS AVAILABLE FOR EVENT MATERIALS**

To make it easier for staff to order Job Corps' new recruitment event materials, a new online ordering form is now live on the Job Corps Materials Marketplace. Through this site, staff can select and order standing banners, hanging banners and yard signs!

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## HERE IS HOW TO PLACE AN ORDER:

- **1.** Visit <u>jcmarketplace.buyproforma.com</u>.
- 2. Choose the product(s) you would like to order and the quantities.
- 3. Click Add to Cart or Add to Cart & Checkout
- 4. Fill out your shipping and payment information, and place your order! Once you place your order, our vendor will e-mail you a link to enter your credit card information and pay.

The vendor will not ship the materials until they receive your payment.



## THE MATERIALS AVAILABLE FOR ORDER INCLUDE:

#### YARD SIGNS

Order one, two or three new sets of yard signs to display either near your campus entrance ways or out in your local communities.



# HANGING BANNERS

Choose from three different banners to hang at your center or at local events.



## **STANDING BANNERS**

Choose from three different pop-up banners for events to promote your center!



All centers/operators will be responsible for the costs of printing and shipping of the materials. If you have any questions or have any issues when placing an order, please contact <a href="mailto:iobcorpsmaterials@mpf.com">iobcorpsmaterials@mpf.com</a>.



