

AIA Connecticut Short-Term Services Exchange Request Form

Member firms in need of short-term assistance may place a classified ad in the Classified/Services section for a **prepaid fee of \$25 made by credit card**. Requests will be posted on the AIA Connecticut website for only **one week**. **Ads are posted each Friday and must be received on the preceding Thursday by 10:00 am**. The requesting firm is responsible for contacting those who respond.

Interested AIA Connecticut members will have one week to respond with their contact information, qualifications, and the period of time in which they will be available. At the end of that week period, information received will be forwarded to the firm making the request. Responses received after the one-week period will not be forwarded.

Complete this form and return via email to jharris@aiact.org

Posted Information:

Firm Town _____ Firm County _____

Type of Experience Needed _____

Location of Project(s) _____

Expected Duration of Commitment _____

Contact Information:

Name _____ Firm Name _____

Address _____

City/State/Zip _____

Phone _____ Fax _____ Email _____

Ad Rate and Payment:

Please **charge \$25** to my _____ Visa _____ Master Card _____ AMEX

Card # _____ Exp. Date ____/____

Name on Card _____

Card Address _____