



Account Set-up (Bill To)

Call 703.538.0980

Go to LYTRAMediaServices.com for more information. Download the following resources to get started.

- [Media Skill Building Catalog](#)
- [Planning Worksheet](#)
- [Pricing, Terms and Sign-up Guidelines](#)

Full Name		Job Title	
Company		Work Phone	
Address 1		Mobile Phone	
Address 2		Email	
City, State, Zip		Website Address	
		Website Address	

1st Connection (Leave blank if same as Account Set-up.)

Confirmed

Setup Fee

Full Name		Job Title			FREE
Company		Work Phone			
Address 1		Mobile Phone			
Address 2		Email			
City, State, Zip					

2nd Connection

Full Name		Job Title			FREE
Company		Work Phone			
Address 1		Mobile Phone			
Address 2		Email			
City, State, Zip					

3rd Connection

Full Name		Job Title			FREE
Company		Work Phone			
Address 1		Mobile Phone			
Address 2		Email			
City, State, Zip					



Make a note of Requested/Alternate Date and Time... such as 10/12/08 9:30am and Connections for each Session... such as [1] OR [1,2].

	Requested Date and Time	Alternate Date and Time	Connections for this Session	Confirmed Date and Time	Total Session Fee
MEDIA for BUSINESS					
Reality Check					
Absolute Essentials					
Allocate Time and Money					
Protect Your Interests					
MEDIA MANAGEMENT					
Common Sense Media Strategies					
Optimize Your Media Resources					
What About Your Website?					
Critique Your Website					
Preventing Website Mistakes					
Media Gimmicks					
MEDIA PROJECTS					
Specifying Media Requirements					
Preparing Media Copy					
Working With Media Vendors					
Producing Media					
Scripts and Storyboards					
MEDIA PRODUCTION					
Control Your Images					
DIY Business Photography					
Fixing Photographs					
Galleries and Tours					
Slide Shows					
Flyers and Postcards					
Videos: Promises and Pitfalls					
				Total Fees	