

# Classified Database Entry Form

\* Indicates required field

All entries will be deleted after 60 days, but may be resubmitted. Classified listings are updated on the 15<sup>th</sup> and final day of each month. Classified requests must be received by 5:00 p.m. CST at least two days before new listings are posted. To submit your request, please print and fax your completed form to (913) 234-0904 OR save this form to your computer and email as an attachment to [classifieds@cleveland.edu](mailto:classifieds@cleveland.edu).

**Do not include anything on this form that you do not want posted in the classified listing.**

**\*Opportunity (Please select one for each submission):**

- ☐ Vacation Relief
- ☐ Space for Lease/Rent
- ☐ Practice for Sale
- ☐ Associate
- ☐ Independent Contractor
- ☐ Staff Employment (example: Chiropractic Assistant; front office/reception staff)
- ☐ Equipment for Sale

## CONTACT INFORMATION

Name: \_\_\_\_\_

Area Code/Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

## OPPORTUNITY INFORMATION

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

\* State/Province/Other: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Country (if outside U.S.): \_\_\_\_\_

\*Additional Information (**70 words MAX**): \_\_\_\_\_