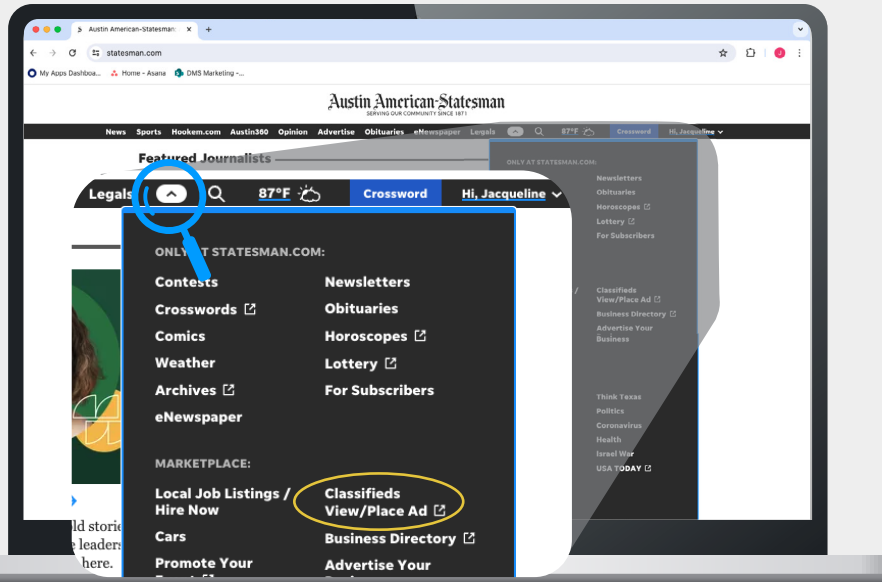


How to place an ad

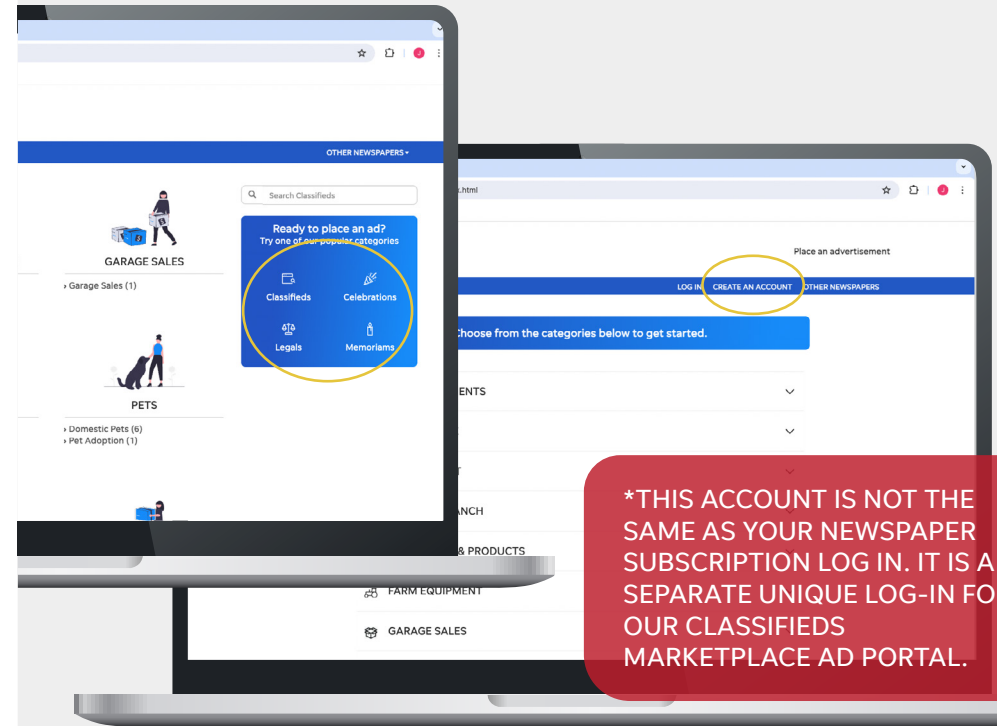
Classified Self Serve Portal

1. Go to the classifieds section.



Click the dropdown menu on your local publication's website. Select 'Classifieds' to visit the ad portal.

2. Create an account.

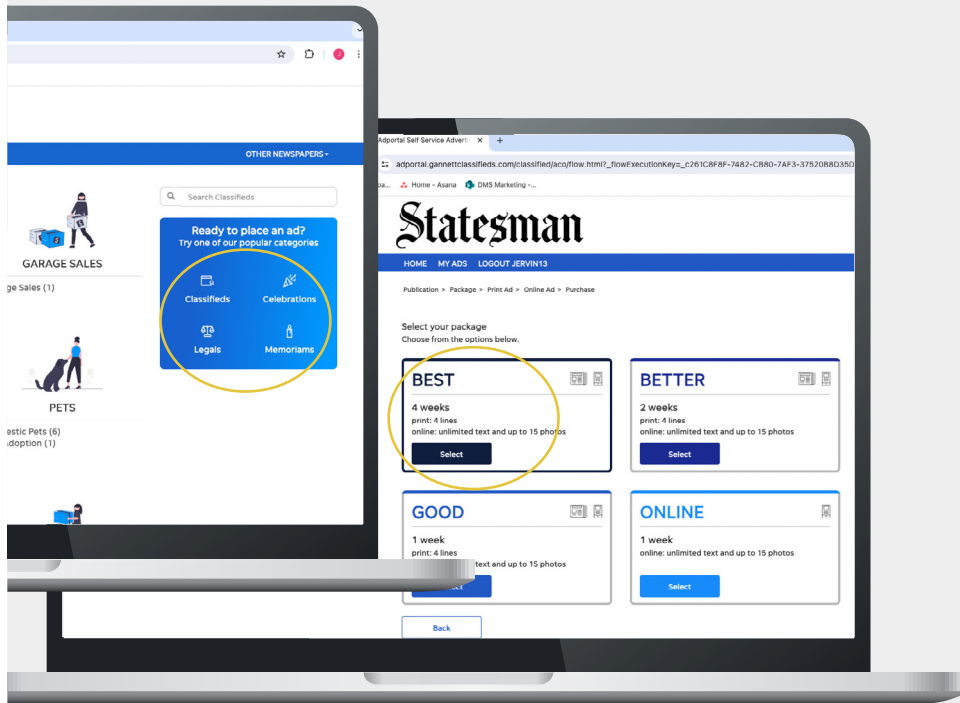


***THIS ACCOUNT IS NOT THE SAME AS YOUR NEWSPAPER SUBSCRIPTION LOG IN. IT IS A SEPARATE UNIQUE LOG-IN FOR OUR CLASSIFIEDS MARKETPLACE AD PORTAL.**

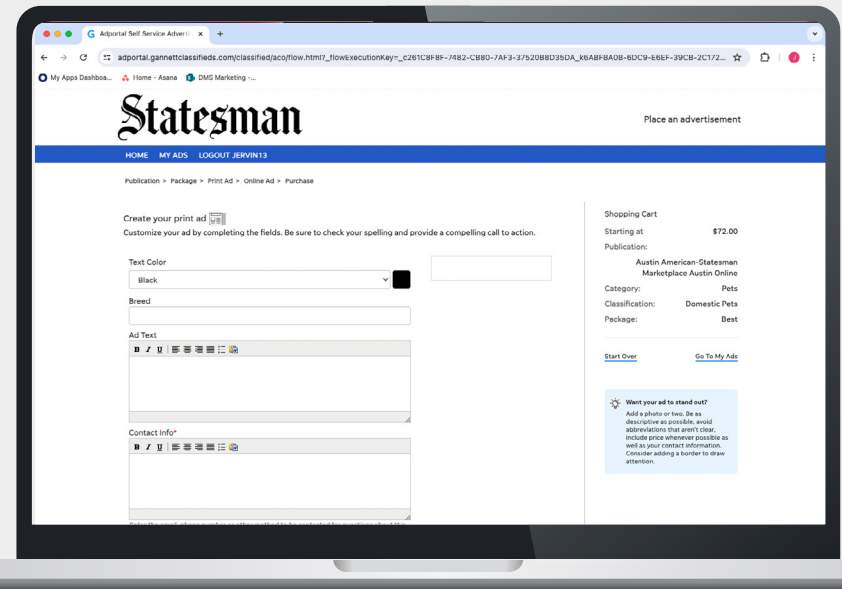
Select your ad type, and then "Create an Account". Follow the steps on the page to create an account and save.

*Have an account already? Go to step 3. Creating an account allows you to save your ads and makes checkout easier.

3. Design and publish your ad.



Return back to the the ad portal, select your ad type and category. Choose where and how long to run your ad.



Enter your text and images and complete your ad.

When you're ready to place your future ads, simply come back to your local publication's self-serve Classified's ads portal.