

SMI Publicity Request

BULLETIN ARTICLES: Submit to Heather Roerig at bulletin@smip.org 12 days in advance of the Sunday run date. *Note:* Article submission deadlines may change throughout the year due to early deadlines by the printing company. Ministry leaders will be notified of changes as soon as possible.

WEBSITE, COMMONS MONITORS & SOCIAL MEDIA: Submit to Jackson Brunsting at jbrunsting@smip.org 14 days in advance of the desired run date.

PUBLICITY OUTSIDE OF THE PARISH: Submit to Pam Angelus at pangelus@smip.org 14 days in advance of the desired run date. *Note:* Decisions about external advertising are at the discretion of the parish.

MASS ANNOUNCEMENTS: Submit to Kelley Seifert at kseifert@smip.org by the Monday prior to the weekend of your requested run date.

SMIP reserves the right to re-format any article or announcement.

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| Event Name: | |
| Event Dates/s: | |
| Requested Start Date & Duration: | |
| Submitted By/Phone/Email: | |

Type your article/announcement in the framed space below. Please do not exceed the size of the text box.
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