**SMI Publicity Request**

**BULLETIN ARTICLES:** Submit to Diane Brunsting at **bulletin@smip.org** **14 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 Beata Moberg at **bmoberg@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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