



# Millcreek Promise Digital Media Submission Form



*If you like to be considered as a contributor to the city printed newsletter, weekly eNewsletter, or the Promise Facebook or Instagram pages, please fill out this submission form. If your submission is approved, it will be published to our Millcreek residents, employers, schools, Millcreek Promise partners, and families. Your submission must be applicable to the following Zip Code areas: 84106, 84107, 84109, 84117, 84123, and 84124. All submissions will be reviewed by the city Communications Department and the Promise Program Manager and are subject to edit or logo addition. All submissions must be received 7 days prior to running, except for the printed newsletter- which must be submitted a month prior.*

Date: \_\_\_\_\_

Title of Submission: \_\_\_\_\_ Subject: \_\_\_\_\_

Name of Contributor: \_\_\_\_\_ Organization: \_\_\_\_\_

Contributor Title or Occupation: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Your Social Media Handles: \_\_\_\_\_

Your Partner Social Media Handles: \_\_\_\_\_

When would you like the content posted? Date: \_\_\_\_\_

How often would you like the content to run, and for how long? \_\_\_\_\_

Do you need a Millcreek logo or Millcreek Promise Logo? \_\_\_\_\_

Do you need your content translated into other languages? \_\_\_\_\_

Do you have content in multiple languages? \_\_\_\_\_

If so, which ones? \_\_\_\_\_

## **Submission Text**

URL link for more information: \_\_\_\_\_

Upload flier (pdf or convert to png)

Upload image (image must be png or jpeg)

## **Desired Media Outlet**

Millcreek printed newsletter (quarterly)

Promise Instagram

Millcreek eNewsletter (weekly)

Other: \_\_\_\_\_

Promise Facebook