GUIDELINES

- Member announcements will be accepted until noon on Friday for the following Tuesday’s issue of eJournal.
- Only submissions from Chamber members will be accepted.
- Acceptable announcements include events, new team additions, or other news or company announcements.
- Submissions focused on sales or marketing purposes, such as coupons, sales promotions, advertisements or listings will not be considered for publication.
- Content should be ready for publication as is.
- One photo or graphic is preferred to accompany your announcement. This can be a logo, headshot, event photo etc.
- The Chamber reserves the right to edit, omit or reject submitted content.
- We will assume that any information shared via the member announcement submission form is not confidential.
- Please write in third person.
- Please keep headlines short.
- Please limit to 100 words.

INSTRUCTIONS

Submitting an announcement for publication in the Chamber’s eJournal is easy:

1. Go to www.gainesvillechamber.com
2. Under “Communications” in the main navigation menu, click on eJournal (or www.gainesvillechamber.com/communications/eJournal/)
3. Complete the submission form.

That’s it!

QUESTIONS?

CONTACT:

- Shaw Adcock: 352.334.7135 | shaw@gainesvillechamber.com