**Newsletter Article Submission Form**

To feature in the Girlguiding Hertfordshire monthly newsletter, sent to all county members opted into receiving marketing messages, please complete this form and email it to: [countysec@girlguidinghertfordshire.org.uk](mailto:countysec@girlguidinghertfordshire.org.uk). Please note the deadline for submissions is the last working day of the month before the newsletter due to be circulated. Click [on this link](https://www.dropbox.com/s/t1azzdybzd4dzc7/Deadline%20Dates%20for%20County%20Newsletters.docx?dl=0) for deadline dates:

1. **Title of Article**

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1. **Article Wording (Maximum 60 words)**

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1. **Do you want the information in the newsletter article added to the County Website (Please delete as appropriate)?**

Yes No

1. **If Yes to Question 3, please indicate which webpage you wish information to be added and provide more detailed wording below or attach a Word document.**

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1. **If you wish to include a photograph (e.g. Challenge badge) in the article (either for newsletter or website) please confirm Yes/No below and email the photo to** [**countysec@girlguidinghertfordshire.org.uk**](mailto:countysec@girlguidinghertfordshire.org.uk) **together with this completed newsletter submission form.**

Yes No

1. **Do you wish the information to be added to subsequent newsletters? If so, please name the months to feature below:**

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Please email this completed form to [Countysec@girlguidinghertforshire.org.uk](mailto:Countysec@girlguidinghertforshire.org.uk) with the subject title ‘County Newsletter Submission’