

## Newbury Media Committee

25 High Road

Newbury, MA 01951

phone: (978) 465-0862 fax: (978) 465-0862

email: newburytv@gmail.com website: www.townofnewbury.org

### Community Bulletin Board Request Form

Messages must be received by The Newbury Channel at least two weeks prior to start date. The Newbury Channel reserves the right to edit messages due to space constraints. Messages will run for up to 4 weeks prior to the event date, or 4 weeks for on-going announcements.

Your Name: \_\_\_\_\_

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

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Message start date: \_\_\_\_\_ Message end date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please write all non-profit information in the space below. Please limit wording to essential information only. Do not forget to include event location, time, date, cost if any, and information phone number.**

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**Please mail to: Newbury Media Committee, 25 High Road, Newbury, MA 01951, fax to: (978) 465-0862 or e-mail us the information at newburytv@gmail.com**