

# NCJC EVENT PUBLICITY REQUEST

Who: What group is sponsoring? Who is the primary contact for questions and RSVPs? Is there a co-sponsor?

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What: What is the Title of the Event (give this some thought) and a short description [If you have photos to include, email them to [publicity@newcityjc.org](mailto:publicity@newcityjc.org).]

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When: Date and Time

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Where: NCJC Room? Another venue?

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How: How much does it cost? How do people pay?

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Is there a budget for advertising? Yes \_\_\_\_\_ No \_\_\_\_\_ How much is available? \_\_\_\_\_

**Please feel free to attach or upload any other pertinent information, including photos, design sketches, etc.**

Your Event will be posted at the following outlets regardless of budget:

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|--|--|
| <input type="checkbox"/> NCJC Website          | <input type="checkbox"/> Facebook                |
| <input type="checkbox"/> NCJC TV               | <input type="checkbox"/> Twitter                 |
| <input type="checkbox"/> NCJC Email Newsletter | <input type="checkbox"/> Federation Calendar     |
| <input type="checkbox"/> Hakol                 | <input type="checkbox"/> New City Patch Calendar |