

## Kings Norton Parish Magazine Copy Submission Deadlines 2024

Here is a list of deadlines by which copy can be submitted to David Ash for each edition of the Parish Magazine in 2024. Submissions should arrive before midnight.

| Edition        | Deadline             |
|----------------|----------------------|
| January 2024   | Friday 1st December  |
| February 2024  | Friday 5th January   |
| March 2024     | Friday 2nd February  |
| April 2024     | Friday 8th March     |
| May 2024       | Friday 5th April     |
| June 2024      | Friday 3rd May       |
| July 2024      | Friday 7th June      |
| August 2024    | Friday 5th July      |
| September 2024 | Friday 9th August    |
| October 2024   | Friday 6th September |
| November 2024  | Friday 4th October   |
| December 2024  | Friday 8th November  |

### About Text

Our preferred text formats are **MS Word** (Windows or Mac), **Pages** (Mac) or any open-source equivalent (e.g. **Open Office, Libre Office**). Plain text and rich text formats are also welcome, but we cannot accept Microsoft Publisher or PDF files.

### About Images

Our preferred image format is **.jpeg**, though other common file types can be accepted. Please separate images from text and send them as separate files. **Please do not embed them in your document.**

Email your copy as an attachment to **copy@kingsnorton.org.uk**. If you are unable to word-process your submission, hard copy (printed or handwritten) should be sealed in an envelope, marked clearly for the attention of David Ash and entrusted to the staff at the Parish Office (81 The Green, Kings Norton, B38 8RU) in advance of the published deadline.

Deadlines for 2 months ahead will be printed on page 3 of the magazine.