

COMMITTEES/SCHOLARSHIPS FLYER SUBMISSION FORM

2018 - 2019 Schedules

The guidelines for publication, distribution and mailing of Committee Conferences and Scholarship flyers call for publication in two UNITED TEACHER issues, and inclusion in two scheduled Chapter Chair mailings. Please make two choices in each of the categories below, keeping in mind the available dates and deadlines. If the flyer is not prepared by the Communications Dept., an electronic copy must be emailed to laldana@utla.net and ktturner@utla.net.

UNITED TEACHER schedule	
<u>Issue date</u>	<u>Deadline</u>
___ September 14	August 27
___ October 26	September 8
___ December 14	November 26
___ January 25	January 7
___ March 8	February 18
___ April 19	April 1
___ May 24	May 6
___ August 9	July 22

Chapter Chair mailing schedule	
<u>Mailing date</u>	<u>Deadline</u>
___ August 29	August 22
___ September 19	September 12
___ October 31	October 24
___ January 9	December 19
___ February 6	January 30
___ March 20	March 13
___ May 8	May 1

Additional Information

Scholarship/Committee Name: _____

Event date _____

Deadline if any _____

Contact Name _____

Phone # _____

Email _____

Other instructions/comments _____

Submitted by _____

on (date) _____

Communications Department

Accepted by _____

on (date) _____