

Idea for News Story or PR Submission Form

State Office of Public Affairs

Office of the Adjutant General

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Every member of the National Guard contributes to effective public affairs, especially commanders. The Soldier or Airman is the most effective communicator of the Guard story.

To submit information for a press release or news story on your personnel, unit, office, event, program or accomplishment, please fill out this form and return it to the VING State Public Affairs Office via the VING website or by e-mail to Karen.williams1@us.army.mil.

NAME/RANK: _____ **DATE:** _____

UNIT: _____ **POSITION:** _____

UNIT LOCATION: _____

CONTACT #: _____ **EMAIL ADDRESS:** _____

TITLE OF STORY OR STORY IDEA: _____

DESCRIPTION OF STORY/EVENT/TOPIC (include dates, location & photos of activity):
