

**Announcement Submittal Form**

The purpose of this document is to put forth issues relevant to the mission of AIA Denver that will be of interest to the membership and the greater Denver Community. The intent is not to promote individuals members or firms, but rather to announce to the membership and the community at large our collective involvement in issues that shape, affect and impact our profession and the built environment.

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

Submitted by:

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

Contact: \_\_\_\_\_

Preferred Method of Announcement:

- Press Release
- Article
- eNews Article
- Website Posting
- Other: \_\_\_\_\_

Brief description of announcement:

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Who should be contacted for follow up and additional information?

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

Contact: \_\_\_\_\_

Have they been notified that AIA Denver will be contacting them?  Yes  No

What is the timeline for publication? \_\_\_\_\_

Who is the audience? (check all that apply)

- AIA Denver Membership
- AIA Colorado Membership
- General Public
- Other: \_\_\_\_\_

Any additional information that should be considered? \_\_\_\_\_

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