

Guidelines for Submissions to Area 11 Website

Format:

- Paper submissions are not accepted.
- In keeping with our 11th Tradition which states, our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio and films. This includes the internet. We do not publish last names, phone numbers or personal email addresses.
- Information or fliers containing all caps is not accepted.
- Plain text, Microsoft Word or similar editable computer file format submissions are preferable. However, non-editable flyers and scanned images may be used if the submission is a .PDF or Hi-Res JPG image, and complies with the above criteria.

Delivery Method:

- Emails should be sent to either events@ct-aa.org or webmaster@ct-aa.org.
- Submissions can be tendered by an Area 11 Officer, Standing Committee Chair; District Chair, Registrar; DCM or GSR.

Each Submission to Contain:

- Name of sponsoring AA entity: AA Area 11; Area 11 standing committee, officer, district or registered group; Northeast Regional committee, etc.
- Contact data for more information including first name only and a generic email address if necessary.
- Date, time and street address of event location should also be provided.
- In keeping with Concept 4, all submissions are subject to Website approval. We reserve the right to edit submissions as necessary.

The preceding guidelines were developed and approved by the Area 11 Web Site Committee to help ensure that our website adheres to the 12 Traditions of AA.