

## How to promote your community event or activity in B...Connected

The City of Burnside invites community based groups and residents to 'advertise' their community focused events and activities to the wider community in Council's *Focus* newsletter in the new "B...Connected" section.

Events that are managed by, or have significant contribution from, Council will not be included in B...Connected, as the events pages in *Focus* accommodate these contributions.

A community group is eligible if it contributes to the cultural, social, educational and/or recreational interests of the City of Burnside community as a community based organisation.

Materials for B...Connected should contain information about events and activities in the local community or of interest to residents of the City of Burnside. The information will be displayed in a newspaper 'classified' advertisement format.

If your community group fits into one of the following categories below, you may promote your event or activity in B...Connected:

- Association
- Charity
- Club
- Common Interest
- Community service
- Educational
- Entertainment
- Sport
- Health
- Markets
- Museum and Heritage
- Religious
- Society.

Items that will not be accepted for B...Connected include:

- Personal or individual advertisements
- Political campaign literature
- Notices that are deemed to be derogatory, defamatory or offensive or advocate actions of an illegal nature.
- Items devoted solely to the sale, advertising, solicitation or promotion of commercial products or services for a single profit making business or individual.
- Religious or political materials which have the primary effect to advocate for a single point of view.

B...Connected is intended for use by anyone in the community and therefore, all content must conform to a standard that is 'family friendly'.

Each submission for B...Connected must comply with the following:

- Maximum 100 words
- Include a title, description of what the event/activity is, date, time and contact details (phone number, email or web address)
- Any logos or images are to be provided as a high resolution jpeg or png file (min 1 MB).

The City of Burnside will not undertake to create any artwork or images for any submissions.

The City of Burnside takes no responsibility for the accuracy of the information submitted for B...Connected by individual community organisations.

All decisions regarding inclusion in the B...Connected listing rests with the City of Burnside.

**Focus is issued the first week of March, June, September and December. Submissions must be received six (6) weeks prior to publication.**

**Please email your submissions to [burnside@burnside.sa.gov.au](mailto:burnside@burnside.sa.gov.au) and attention 'Focus Editor'.**