

As a member of the Walla Walla Valley Chamber of Commerce, we invite you to submit entries for use in our weekly newsletter. The newsletter is sent to all chamber members and other community members who have signed up outside of a member business.

To make sure that the newsletter is consistent and relevant to our readers we have created a few simple guidelines.

Guidelines

- Submission deadline is no later than 5:00pm Wednesday to have your entry included in that Friday's newsletter.
- Entries must be written out and 100 words or less.
- Entries submitted must be spell checked and grammatically correct.
- Include any links that should be associated with the entry.
- An ideal entry will include Who, a brief What, Where, When info and a link to additional information or a contact.
- Entries can be submitted up to six weeks before the event. They will be included in the upcoming newsletter and the Friday before the event occurs. There may be instances that require more notice and will be accepted on a case by case basis.
- Remember to also include any events on our website's events calendar. If you do not remember your login information, need to update who has access or a refresher on how to create an entry please contact Kim Gammond kgammond@wwvchamber.com.
- If you would like your logo, photos or artwork included in your entry there will be a fee based on frequency. For more information please contact Tawni Gama tgama@wwvchamber.com.

If the Chamber begins to get too many event entries, it will be at the Chamber's discretion to direct readers to our events page rather than listing each individual entry.