



Shipston Town Council

Policy for the promotion of events via the Town Council Social Media and Web Accounts.

Created by the Communications Working Group in January 2016.

Shipston Town Council have traditionally promoted a range of events through their social media accounts. This policy provides guidance for those who wish their event to be listed by the Town Council through online means such as Facebook, Twitter or through the website.

- Only events which are organised by not-for-profit or community groups will be published.
- Publication ready artwork should be submitted via email to clerk@shipstononline.org
- All artwork should be in an uploadable graphic format such as jpg, jpeg, gif, tiff, png
- Word documents and pdf format documents cannot be published and therefore will be returned.
- No guarantee is made by the Council to publish any submission
- Final decision on the publication any submission will lay exclusively with the Town Council Communications Working Group.