



**EVENT PROMOTION – Banners & Flyers
JOB DESCRIPTION – JUNE 2017**

BANNERS: Steve Bump and his organization are the ones who put up the banners over the entry to LOP.

BANNERS Outside LOP: This is done by group who is Chairing the event.

FLYERS: If the event Chair does not want to produce their own flyers, Connie St. James is a resource.

LOP ADMIN Publishing Contacts:

Steve Bump sbump@log.org or 268-3982

Alicia Correa acorrea@log.org

LOP News: By 5th of prior month

Pine Times: Wednesday 12 Noon of week prior

Lisa Schow lschow@log.org

LOP Gate Marquee: Wednesday 12 Noon of week prior

Written Ad to Channel 7: Wednesday 12 Noon of week prior

Tape for Channel 7 Publicity: To be discussed