



Creating cultural experiences for artists and the community

ArtBlast Guidelines

See your events listed in the ArtBlast, our monthly email newsletter.

- Email blasts (*ArtBlast*) promoting **ArtServe member events** and will go out to the mailing list members on the Second Friday of each month.
- **Deadline:** Information to be included in *ArtBlast* will be due by the **FIRST FRIDAY** of each month.
- Submit information to be included by emailing juliaa@artserve.org. The email subject line must read: "**ARTBLAST INFO**", or it may not be included in the email blast.
- **Format of entry:** Submit in text - name of event, date, time of event, brief description of event, location & address of event, cost, contact phone number and photo if applicable. (Photos will be included at the discretion of the ArtServe staff and will be presented as space allows.) **NO PRESS RELEASES.** Calendar listing format only.
- **Purpose:** to promote ArtServe members' events throughout the community & provide community opportunities for Artists.
- Content of email blasts are subject for review by ArtServe staff.
- Entries not meeting deadline or requirements are subject to exclusion of email blast.
- **Questions and feedback about email blast system:** Please direct all feedback concerning the Patron Mail Technology Email Blast system to: juliaa@artserve.org. The email subject line must read "ARTBLAST INQUIRY".