

**Northampton Community Television**

**Community Bulletin Board**

Please send press releases and announcements for the NCTV Bulletin Board to:

[press.nctv@gmail.com](mailto:press.nctv@gmail.com)

or

NCTV Bulletin Board

380 Elm St.

Northampton, MA 01060

NCTV reserves the right to edit your press release for layout and legibility purposes. We require one week advance notice and will run your announcement for two weeks. If you would like to re-post your announcement, you will have to send it to us again.

We also encourage you to provide us with imagery that we can use to brand your announcement page background. Be aware that imagery ideally should be something that works as a background image and would not detract from foreground text. For example, photographs of people make for poor background imagery. Examples of images that work well as background include those that frame the center where your text announcement will go or those that are blurred purposefully to create a backdrop against which text will be legible.

Our preferred image file format is JPEG files at 800x600 and 300dpi. For your own reference, we generally use font sizes of 8-12 points over backgrounds at that size and resolution.