

Mitcham Community News

Story Submission Guidelines

Whether you live, work, visit, study or run a business the Mitcham Community News welcomes stories to share your experiences with others.

Before submitting your story, please make sure you have read through and understand these guidelines.

Publication

While we do our best to include stories from our community, it is not always possible to include all submissions. All submitted content will be reviewed and Council will consider and decide whether it will be published. Inclusion is subject to space availability within the magazine. Council does not guarantee the publication of submissions and images provided. All information will be selected and edited to suit the publication.

Content

The Mitcham Community News aims to encourage of sense of connection in the community, showcasing local people and businesses, local places, news, and events from across the City of Mitcham. Submissions are invited from individuals, community groups, schools, sporting clubs, neighborhood groups, business associations and businesses. We are strong advocates for openness, inclusion, innovation, and creativity – delivered in an authentic, respectful, and empathetic manner. Our tone is friendly, purposeful, empathetic, respectful, professional, and positive. No political activity will be published. Political activity is defined as including, but also extending beyond, the support of political parties or of those seeking political office.

Stories submitted should be no longer than 300 words. Try to use clear language and be as engaging and natural as you can. Images are accepted in both portrait and landscape and should be more than 1mb in size and high resolution (300dpi).

Council does not endorse any products, events or activities run by groups or organisations that have made submissions to the Mitcham Community News.

Content Rights

By submitting content to Council, you confirm that:

1. Any information submitted is correct and truthful.
2. You are the owner and author of the content.
3. Where a photograph features people, you have consent from those pictured.
4. You have the necessary permissions and copyrights to authorise Council to use the content.
5. The content is your own work and that any use by Council will not infringe any person's rights (including but not limited to intellectual property, privacy, performance, data protection or any other right) or any law.
6. The content is not defamatory of any person or entity.
7. The content does not contain:
 - anything abusive or threatening.
 - anything that is or can be seen to be derogatory, sexist, racist, homophobic, obscene, or likely to harass or cause distress or be disruptive.
 - any material which is offensive, hateful, knowingly false or encourages conduct that would constitute a criminal offence or otherwise violate any law; or
 - contain an incitement to violence or hatred.

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