

19-20 LTG Newsletter Guidelines

Requirements

- Email header: Division Month LTG Newsletter
- Division, region, volume, and issue on cover
- LTG, District Staff, and Regional contact information
- Follows Brand Guide
- Updates (Deadlines, upcoming events, reminders)
- Link to T-O website
- Link to Key Club International website
- Table of Contents
- Page Numbers
- Major Emphasis promotion
- Service Partner promotion
- DCON advertisement (once revealed)
- ICON advertisement (when available)