

Ki-Notes Deadlines and Guidelines

Deadlines for the Texas-Oklahoma District Kiwanis' administrative year are:

October/November: October 10

December/January issue: December 1

February/March issue: February 1

April/May issue: April 1

June/July issue: May 25

August/September issue: August 1

We prefer pictures and articles be sent via e-mail. Pictures should not be embedded in articles or any other document formats. Articles should be sent in Word or simply written in the e-mail message block. Pictures should be sent as a separate attachment; in JPG or TIFF format, with a resolution (dpi) of no less than 175–200. All pictures sent may be color. Those who do not have the capability to transmit via e-mail may still use USPS. The mailing address is Ki-Notes, P.O. 130, Lone Grove, OK 73443.

Accompanying all articles and photos should be the name of the club, a contact person and their phone number and/or e-mail address.

We publish all information received as long as it pertains to Kiwanis. If we receive pictures and articles of the same event from more than one person, we ask that they be sent at the same time in order for us not to duplicate the information in a later issue of Ki-Notes.