

# The Scranton Times The Sunday Times

## Engagement Information

### **ENGAGEMENTS:**

**PHOTO:** We will run the account of an engagement without a picture of the principals or if any of our photo rules are not adhered to. Engagements are separate items with headlines when no picture accompanies the account (in most cases).

**NOTE:** We can only use original photos. No reproductions may be used. We will run engagement announcements without photos at the request of the principals or if our photo rules are not adhered to.

**INFORMATIONAL REQUIREMENTS:** The full names of the bride-elect, her fiancée and their parents, as well as the addresses of all, are required.

**RESIDENCY:** We publish pictures and/or accounts of those engagements in which the bride-to-be, bridegroom-to-be or a parent of either is a resident of our coverage area. Special considerations are made for former residents, those who have grandparents who are local residents and those who, although not area residents, are married in this area.

**VERIFICATION:** All engagement accounts and photos must arrive accompanied by a **daytime** telephone number where a principal can be reached for verification and clarification purposes.

**FORMS:** We include only that information requested on our standard engagement forms except under very unusual circumstances. The forms may be printed from here for your convenience. Additional forms are available through local photographers and the Social Desk.

Deadline is 16 days before Sun. publication and three days before weekday publication.

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### **ENGAGEMENT INFORMATION**

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Please print or type information requested. The Times will publish a picture of the bride-elect or the couple if the prospective bride or bridegroom or a parent of either resides in this area or have resided in this area. Otherwise, The Times will use the announcement only. **NO WALLET-SIZE PHOTOS, PLEASE.**

Please type or print the information requested here and **mail or hand-deliver** (no emailed forms are accepted) it with your wedding portrait to The Scranton Times, Lifestyles Department, 149 Penn Ave., Scranton, PA 18503.

Principals or their parents now residing out-of-town should establish their local connection in the news article; otherwise the article will lack necessary local interest.

If parents of either principal are deceased, please use "late" when referring to them.

<b>Name of bride-elect</b>	<b>Address of bride-elect:</b>
<b>Parents of bride-elect:</b>	<b>Parents of bride-elect address:</b>
<b>Name of prospective bridegroom:</b>	<b>Prospective bridegroom address:</b>
<b>Parents of prospective bridegroom:</b>	<b>Parents of prospective bridegroom address:</b>

<b>Educational background of bride-elect (specify if graduate)</b>	
<b>Employment:</b>	
<b>Educational background of prospective bridegroom (specify if graduate)</b>	
<b>Employment:</b>	
<b>Date of wedding (if such has been decided. Season of year may be used.)</b>	<b>Time and place</b>

<b>Is this first release of announcement?</b>	<b>Yes</b>	<b>No</b>
<b>Is picture to accompany announcement?</b>	<b>Yes</b>	<b>No</b>

<b>Preferred date of publication</b>	
<b>Signature</b>	<b>Day and evening phone #s</b>

The Lifestyles Dept. may be reached at 570.348.9127 or 1.800.228.4637 ext 9127. Photos may be picked up at the Customer Service Desk, The Times Building, 149 Penn Ave., Scranton, Pa, after publication.