



## **ORTA SUBMITTAL FORM**

We want to hear from you! Share awards, achievements, volunteer activities, anniversaries and news items with your fellow ORTA members. Please fill out the form below and **email to [news@orta.org](mailto:news@orta.org)** along with any additional content as an attachment (e.g. photos, article, etc.). A hard copy, if preferred, may be sent to:

The Ohio Retired Teachers Association  
8050 N. High St., Suite 190  
Columbus, Ohio 43235

- Add links for any relevant news articles or information resources.
- Please attach jpg images to the email or send original glossy photos by mail.
- Please allow up to a week for confirmation of receipt from ORTA.

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Local Chapter:  
\_\_\_\_\_

Email: \_\_\_\_\_

PLEASE CHECK: For which communication vehicle(s) are you submitting this content?:

\_\_\_ ORTA Website

\_\_\_ Newsletter

\_\_\_ ORTA Social Media

Provide a brief summary of what is being submitted:

I understand that the submission of this material does not guarantee inclusion. ORTA reserves the right to edit any material submitted due to size constraints, factual errors, grammar issues, formatting challenges, etc.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Do you want us to return photographs to you? Yes \_\_\_ No \_\_\_ (If yes, please provide a return address)