General Announcement

General announcements can include, but are not limited to, the following events: birth announcements, five generation photos, promotions, retirement parties, etc. General announcements do not include birthday, engagement, wedding or anniversary announcements.

SUBMITTED BY:
Name:
Address:
Home phone:Cell phone:
Email:
Requested Sunday for publication:
Please submit all announcements 10 days prior to desired publication date.
Please type or print information clearly. The St. Joseph News-Press can use this form to write the announcement you may use it as a reference to write your announcement as you would like it published. All announcements are edited for spelling and grammar, according to Associated Press guidelines.
A photo may be added. For announcement examples, please see the next page.
SELECT THE ANNOUNCEMENT TYPE: Congratulations Five generation New addition Retirement
□ Other
ANNOUNCEMENT COPY:

PHOTO OPTIONS

- An original black and white OR color photo is requested (no photocopies)
- If you bring your photo in person, we can scan the photo and return it to you at that time
- Photos may be emailed to announcements@newspressnow.com
- Photos should be sent as a JPEG or TIFF file and be clearly identified with the couple's names and type of announcement
- To have the photo returned by mail, please include a self-addressed, stamped envelope

EXAMPLES:

RETIREMENT

Dr. John Jackson

John Jackson, St. Joseph, is retiring from ABC Company after 35 vears of dedicated service. John will be relocating to Phoenix, Ariz. with his wife, Susan, where he plans to golf and enjoy the sunshine. A celebration with family will be held. Cards of congratulations may be sent to the honoree at: 123 Main St... St. Joseph, MO 64505.



FIVE GENERATIONS family



Tucker and Tabby Jones are the newest members of this five generation family.

Seated with Tucker is his great-grandmother, Debbie Jones. Next to her is great-great-grandfather, Mike Jones; father, Dylan Jones and next to Tabby is grandmother, Joyce Jones, all of St. Joseph.

CONGRATULATIONS

Jane Smith, graduates from medical school

Dr. Jane Smith has graduated from Kansas City University of Medicine and Biosciences.

Jane has chosen do her residency at the University of Missouri in Columbia, Mo.

Jane is a 2005 graduate of Central High School and received her bachelor of science degree from Northwest Missouri State University in 2010.

Jane is the daughter of Mike and Sheryl Smith, of St. Joseph.



NEW ADDITION

Zack Duncan

Zack Duncan was born February 5, 2015, in St. Joseph.

He is the son of Cindy and Bill Duncan, both of St. Joseph.

Zack's maternal grandparents are Jenny and Duane Less, of St. Joseph.

His paternal grandparents are Diane and Stan Duncan, also of St. Joseph.



St. Joseph News-Press News-Pressnow.com

HOW TO SUBMIT THIS FORM

Mail: St. Joseph News-Press, Attn.: Celebrations, P.O. Box 29, St. Joseph, MO 64502

Fax: (816) 271-8686 (Photos cannot be faxed) • Email: announcements@newspressnow.com

In Person: 825 Edmond St., St. Joseph, MO 64502 • Office Hours: 8 a.m. to 5 p.m. Mon.-Fri.

Enter the main building. We are located in the Advertising Department.

Questions? Call the Announcement Desk at (816) 271-8547