

# CALNE CONNECTION

## Article Submission Policy

Calne Connection is the official newsletter of Calne Town Council and is distributed to all residents in the town four times a year. The newsletter keeps residents up to date with both local council news and information from the wider community.

Calne Town Council can accept articles from local organisations for inclusion in the newsletter subject to the terms of this policy.

- Articles may be submitted by any local group or non-commercial organisation.
- Calne Town Council do not accept responsibility for the accuracy of any articles submitted by other groups.
- Articles from political organisations cannot be accepted.
- Calne Town Council maintains full editorial control of the newsletter and may amend and edit any submitted article where it feels necessary.
- The group submitting the article are responsible for ensuring that any copyright permission for accompanying photographs is in place.
- Articles will be included as space allows. Calne Town Council may not be able to publish an article in full or may need to postpone an article inclusion until a future issue.
- Calne Town Council reserves the right not to publish any article, without obligation to provide a reason.