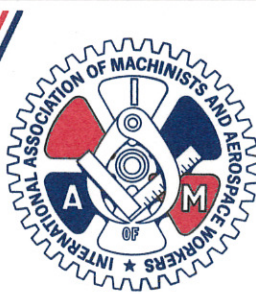


**International
Association of
Machinists and
Aerospace Workers**



9000 Machinists Place
Upper Marlboro, Maryland 20772-2687

Area Code 301
967-4500



OFFICE OF THE INTERNATIONAL PRESIDENT

November 17, 2016

Subj: 2016 IAM Newsletter & Website Contest

To All District Lodge Presidents and Secretary-Treasurers, Local Lodge Presidents and Recording Secretaries, TCU Carmen Division Officers, National Representatives, Assistant National Representatives and Local Lodge Officers

Dear Brothers and Sisters:

This is the official announcement of the 2016 IAM Newsletter & Website Contest. It is open to all local and district lodges in good standing, having publications that are regularly distributed or mailed to members and/or maintain regularly-updated IAM websites. This contest will consider newsletters published between **January 1, 2016 and December 31, 2016** and websites operating online during the judging period.

Enclosed are the Official Entry Forms and Contest Rules. The deadline to submit entries is **Friday, May 5, 2017**. Please read the Contest Rules carefully.

Awards for newsletters will include:

- General Excellence
- Best Layout & Design
- Best Feature

Awards for websites will include:

- General Excellence
- Best Layout & Design
- Special Performance

An independent panel of judges will review submitted newsletters and websites and will then select the winners. Contact the Communications Department at 301-967-4520 if you have any questions.

Best wishes and good luck!

In solidarity,

Robert Martinez, Jr.
International President

RM/tc
Enclosures

cc: Executive Council
TCRs



2016 IAM Newsletter & Website Contest

CONTEST RULES

Eligibility

All official membership publications created by IAM local or district lodges in good standing dated January 2016 through December 2016 are eligible.

Entry Deadline

All entries must be received by the IAM Communications Department by May 5, 2017. (We cannot return submissions.)

Newsletter

General Excellence

Two consecutive issues of your lodge's publication will be judged on overall effectiveness. Judges will consider content, appearance, consistency, effective writing and editing. Please use the appropriate Newsletter Entry Form.

Best Layout & Design

Publications will be judged on overall appearance, adherence to standards of readability and impact. Regardless of the format of your publication (tabloid, newsletter size, professionally printed or copied in-house), graphics play an important role in effectiveness. Please use the appropriate Newsletter Entry Form and include two consecutive issues.

Best Feature

In this classification, "feature" is broadly defined to include anything outside of the routine news reporting. It can include an investigative report, a regular one-on-one interview, a special report or a series of reports, humor, satire, editorial cartoon (original, not syndicated or "lifted" from another publication), a photo essay, etc. If a feature series is being submitted, please include a complete set. Be sure to use the appropriate Newsletter Entry Form.

Websites

General Excellence

This category is for the Lodge's official website only. It will be judged on overall effectiveness, technical expertise, appearance and content. Please include the website address and use the appropriate Website Entry Form.

Best Layout & Design

This category is for the Lodge's official website only. Judges will rate the site on overall layout and design and how well the message of trade unionism is presented. Please include the website address and use the Website Entry Form.

Special Performance

This category is for Lodges that create sites other than their official website, such as an official Lodge Facebook or Twitter social media site or a special site for organizing that conforms to the Web Policy Guidelines in Official Circular No. 851. Sites will be judged on appearance and effective messaging for trade unionism. Please include the website address and use the Website Entry Form.



2016 IAM Newsletter & Website Contest

OFFICIAL ENTRY FORM

NEWSLETTERS / GENERAL EXCELLENCE

Please CIRCLE ONE:

DISTRICT or LOCAL Lodge #

Publication Name:

Editor(s):

Lodge Address:

City - State/Province:

Postal Code:

Lodge Telephone:

Fax:

Editor Telephone:

Fax:

Editor Email Address:

Publishing Frequency:

Number of Copies:

1. Please indicate if the entry is for a Local or District Lodge by circling "District" or "Local".
2. Submit only one entry.
3. Your entry must include hard copies of two consecutive issues and submit them with this form.
4. Entries must have been published between January 2016 and December 2016.
5. The deadline for submission of entries is Friday, May 5, 2017.
6. Return this completed form to:

IAM Newsletter & Website Contest
Communications Department
9000 Machinists Place
Upper Marlboro, MD 20772-2687



2016 IAM Newsletter & Website Contest

OFFICIAL ENTRY FORM

NEWSLETTERS / BEST LAYOUT & DESIGN

Please CIRCLE ONE:

DISTRICT or LOCAL Lodge #

Publication Name:

Editor(s):

Lodge Address:

City – State/Province:

Postal Code:

Lodge Telephone:

Fax:

Editor Telephone:

Fax:

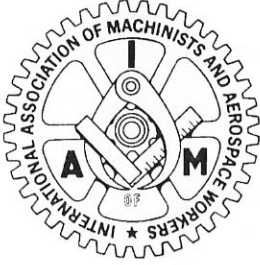
Editor Email Address:

Publishing Frequency:

Number of Copies:

1. Please indicate if the entry is for a Local or District Lodge by circling "District" or "Local".
2. Submit only one entry.
3. Your entry must include hard copies of two consecutive issues and submit them with this form.
4. Entries must have been published between January 2016 and December 2016.
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6. Return this completed form to:

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Communications Department
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Upper Marlboro, MD 20772-2687



2016 IAM Newsletter & Website Contest

OFFICIAL ENTRY FORM

NEWSLETTERS / BEST FEATURE

Please CIRCLE ONE:

DISTRICT or LOCAL Lodge #

Publication Name:

Editor(s):

Lodge Address:

City - State/Province:

Postal Code:

Lodge Telephone:

Fax:

Editor Telephone:

Fax:

Editor Email Address:

Publishing Frequency:

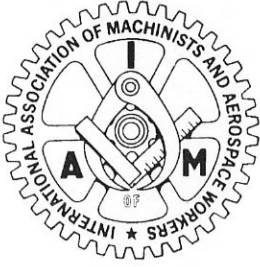
Distribution Number:

Name of Best Feature:

On Page

1. Please indicate if the entry is for a Local or District Lodge by circling "District" or "Local".
2. Submit only one feature story for this category and attach it to this form.
3. If you are submitting a feature series, please include the complete set. Please be certain the date of the publication appears on the newsletter.
4. Entries must have been published between January 2016 and December 2016.
5. The deadline for submission of entries is Friday, May 5, 2017.
6. Return this completed form to:

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Communications Department
9000 Machinists Place
Upper Marlboro, MD 20772-2687



2016 IAM Newsletter & Website Contest

OFFICIAL ENTRY FORM

WEBSITE - GENERAL EXCELLENCE

Please CIRCLE ONE:

DISTRICT or LOCAL Lodge #

Website Address:

Editor(s):

Lodge Address:

City - State/Province:

Postal Code:

Lodge Telephone:

Fax:

Editor Telephone:

Fax:

Editor Email Address:

1. Please indicate if the entry is for a Local or District Lodge by circling "District" or "Local".
2. Your entry must be the official lodge website and be published and online as of Saturday, December 31, 2016. (Other lodge sites for official activities such as social media or organizing should be submitted under the Special Performance category.)
3. The deadline for submission of entries is Friday, May 5, 2017.
4. Return this completed form to:

IAM Newsletter & Website Contest
Communications Department
9000 Machinists Place
Upper Marlboro, MD 20772-2687



2016 IAM Newsletter & Website Contest

OFFICIAL ENTRY FORM

WEBSITE - BEST LAYOUT & DESIGN

Please CIRCLE ONE:

DISTRICT or LOCAL Lodge #

Website Address:

Editor(s):

Lodge Address:

City - State/Province:

Postal Code:

Lodge Telephone:

Fax:

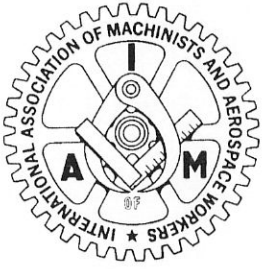
Editor Telephone:

Fax:

Editor Email Address:

1. Please indicate if the entry is for a Local or District Lodge by circling "District" or "Local".
2. Entry must be the official lodge website and be published and online as of Saturday, December 31, 2016. (Other lodge sites for official activities such as social media or organizing should be submitted under the Special Performance category.)
3. The deadline for submission of entries is Friday, May 5, 2017.
4. Return this completed form to:

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Upper Marlboro, MD 20772-2687



2016 IAM Newsletter & Website Contest

OFFICIAL ENTRY FORM

WEBSITE - SPECIAL PERFORMANCE

Please CIRCLE ONE:

DISTRICT or LOCAL Lodge #

Website Address:

Editor(s):

Lodge Address:

City - State/Province:

Postal Code:

Lodge Telephone:

Fax:

Editor Telephone:

Fax:

Editor Email Address:

1. Please indicate if the entry is for a Local or District Lodge by circling "District" or "Local".
2. Your website must be published and online as of Saturday, December 31, 2016. Lodges may submit their official Lodge Facebook, Twitter or Organizing site that conforms to official Web Policy Guidelines in Official Circular No. 851.
3. The deadline for submission of entries is Friday, May 5, 2017.
4. Return this completed form to:

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Communications Department
9000 Machinists Place
Upper Marlboro, MD 20772-2687