

Newsletter Distribution Tips

There are many ways you can deliver your neighborhood newsletters. One of these ideas may work best or you may want to use a combination of all of them.

Door to Door:

- When hand delivering, more is good – more routes and more distributors.
- Be sure your distributors know not to put newsletters in mailboxes.
- Keep routes consistent to insure that everyone in the neighborhood gets a newsletter.
- Enlist the help of a neighborhood youth group, boy-scout troop, 6th grade classroom, church youth group, etc. to deliver your newsletters. Offer to give a donation to their organization for this effort.
- Have your block captains deliver the newsletters to the residents on their block.

Mailing:

- You can mail the newsletters to all your residents using regular US postal service. This route assures every resident receives a copy but can be cost prohibitive.
- Bulk Mail: If you are a member of Neighborhood Alliance you can use our Bulk Mail permit to mail out your newsletter at a reduced cost per item (See “Guidelines for mailing with Neighborhood Alliance). ***This is by permission only.*** Talk to Neighborhood Alliance to get all the specifics prior to printing your newsletter. Call (405) 528-6322.

Internet:

- Include your newsletter on your neighborhood website in addition to distributing your paper newsletter.
- Your newsletter can also be sent via your email distribution list. Many neighborhoods have an e-list for their neighborhood through which they can share vital neighborhood information. It takes a bit of time to establish a neighborhood-wide list, but neighborhood email networks can be very effective methods of communicating timely information.

Passive distribution:

Always have copies of your newsletter available at neighborhood events, they are great neighborhood PR and are your regular vehicle for tooting the neighborhood’s horn. Leave newsletters at neighborhood businesses and newsletter advertisers.

****SEE OTHER SIDE****

Neighborhood Alliance - 1236 NW 36th Street - Oklahoma City, OK 73118
405.528.6322 fax 405.521.0798 www.nacok.org

Working to create safe, attractive and healthy neighborhoods throughout Central Oklahoma.



Mailing Lists for your Newsletter

Don't forget there are people outside of your neighborhood who are very interested in what is happening there. Please include the following people on your mailing list or in your deliver network:

Neighborhood Alliance
1236 NW 36th St.
OKC, OK 73118

Your City Councilperson
C/O City Hall
200 N. Walker
OKC, OK 73102
Ward 1 – Gary Marrs
Ward 2 – Sam Bowman
Ward 3 – Larry McAtee
Ward 4 – Pete White
Ward 5 – Jerry Foshee
Ward 6 – Ann Simank
Ward 7 – Willa Johnson
Ward 8 – Patrick Ryan

City of OKC City Manager
420 W. Main St., 3rd Floor
OKC, OK 73102

City of OKC Neighborhood Services
420 W. Main St.
OKC, OK 73102

Your Local Fire Station

Carrie Coppernoll,
Neighborhood Reporter
C/O The Oklahoman
P.O. Box 25125
OKC, OK 73125-0125

Harry Meister, Publisher
MidCity Advocate
1111 N Hudson
OKC, OK 73106

Community Police Relations Officer
(Choose the area nearest to you)

Hefner Division
3924 NW 122nd St.
OKC, OK 73120

Santa Fe Division
9000 S. Santa Fe
OKC OK 73139

Springlake Division
4116 N. Prospect
OKC, OK 73111

Will Rogers Division
3112 N. Grand Blvd.
OKC, OK 73112



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