

What we do at the Erie Times-News

The Erie Times-News is committed to reporting about community and regional events and issues that affect local readers. The Times-News and GoErie.com can help publicize events, highlight local people and initiatives and help inform the public of complex issues.

How to get started

- Have an event coming up? Or a story idea? Let us know as soon as possible. Even if something is still in the planning stages, keep us informed of major projects and events. Note: The exception, of course, is breaking news — let us know as soon as possible!
- Get the info together: who, what, when, where, why, how, cost and contact information. And if possible, suggest possible visual opportunities.
- Contact us: Whether it's through an e-mail, phone call or both. Please feel free to follow up with a call as the event gets closer.

Deadlines

The earlier we get information, the better — especially when it comes to news coverage planning and calendar listings.

- Submissions for the monthly features calendar are due on the 15th of the month before. For example, events for the June calendar are due on May 15. These calendars run on the last Thursday of the previous month.
- Showcase prints events no more than twice before the event. The deadline for submitting an event for a Showcase edition is Thursday, 5 p.m., the week before.
- Religious and faith events are due on Tuesdays by 5 p.m. The calendar runs on Saturdays.
- Ideas for news stories are appreciated two weeks in advance, but please let us know as soon as possible.
- Ideas for feature or Showcase stories are appreciated at least two months in advance.

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Contacts

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By e-mail:

Send event info to:
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Send faith and religion events and
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Send Showcase ideas to:
dave.richards@timesnews.com
Send feature story ideas to:
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Still not sure who to call or where to send something? Please call the newsroom at 870-1715 for assistance.