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# Read all about it: Getting your big event published

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The dress has been purchased and fitted, the chapel reserved and the invitations sent — it seems the wedding preparations are complete. Is there something missing? If the couple-to-be forgot to send in their wedding announcement for the newspaper, then yes, a vital step in the process has been overlooked.

The Rome News-Tribune's policy of printing a full description of the marital event for free is quite rare in the newspaper industry, and to help area residents take full advantage of this privilege, all the couple has to do is stick to the guidelines at the end of this article.

Prior to the event, log on to Rome News-Tribune.com and download the Announcement Guidelines from "Living Rome" (found on the left menu bar), or stop by the newsroom at 305 E. Sixth Ave., and pick up a form, or call 706-290-5252 and request the forms be mailed to you. Request both a copy of the engagement and the wedding guide at least 30 days before the event, and turn in the engagement announcement at least two weeks before the wedding date, and the wedding announcement before 60 days have passed after the marriage. Information on how to submit the announcements are on the guides.

Keep in mind that even if an announcement is turned in by the Tuesday noon deadline, there may not be enough room to run it in that Sunday's newspaper. This most often occurs during the busy bridal season beginning in May and lasting most of the summer.

Always be sure to include your contact information — a daytime telephone number and an e-mail address are best — in case a question arises or if there is problem with the photo of the bride or bride-to-be.

Speaking of photos, remember to choose a photo with the publication format in mind. For engagements, a head and shoulder shot of the bride-to-be is best, and should be able to fit a 2-inch wide x 3-inch high format. If the photo is to be e-mailed, it needs to be at least 200 dpi resolution.

For weddings, it's best to choose a photo of the bride standing that will crop well to a 4-inch wide by 6-inch high format. If the bride has a deep tan (as they often do in the summer) or deep skin-tone, it's best if the photo is taken indoors so the lighting will be even and both the features of the face and the gown may be emphasized. Again, electronic files of the photos should be at least 200 dpi.

For a general guide as to what you may include in your wedding or engagement announcement, see the box accompanying

this article. Remember to obtain a complete guide to refer to at least one month before the big day.

This is a short list of what may be included. For a detailed list, download a guide from [www.RomeNews-Tribune.com](http://www.RomeNews-Tribune.com) or call 706-290-5252 or 5255 and request a copy.

## ENGAGEMENTS

### Required:

- Contact information: daytime phone and e-mail address
- Bride-to-be's current name and groom-to-be's name and cities of residence are a must.
- Date and location of the wedding and reception.
- Names of parents and cities of residence.

### Optional:

- Names of grandparents, brothers and sisters and cities of residence. (Indicate if any are deceased)
- The couple's educational background and/or current employment

## WEDDINGS

### Required:

- Contact information: daytime phone and e-mail address
- Bride's pre-marriage name and groom's name and cities of residence prior to marriage.
- Date and location of the wedding and reception.
- Names of parents and cities of residence.
- Optional:
  - Minister's name.
  - Interior church decorations.
  - Program of wedding music (and who performed by if live performers).
  - Who escorted and gave the bride in marriage.
  - Description of bride's gown, veil and bouquet.
  - Bride's attendants (including flower girls) and cities of residence and description of attendants' gowns.
  - Groom's attendants (including ring bearer) and cities of residence.
  - What the mother of bride and mother of groom wore (may include corsage description).
  - Reception location.

•Prenuptial parties. List the theme, location and a maximum of three host/hostesses' names per party. If more than three names are listed, we have to assume the names are of all the attendees — not the hosts or hostesses who actually organized the event and who deserve the recognition for doing so — and the list will be changed to "friends and family of the couple."

- Wedding trip destination
- Couple's place of residence after wedding.

# The White Dress

He's popped the question and now it's time to start planning the rest of the fairy tale -

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