



2026/27 PUBLICITY DEADLINES & MONTHLY MAILING DATES

**Insertion of leaflets/flyers (400)
with the Arts Richmond mailing are charged at:
£30.00 for a single sheet of A5 for Affiliated Societies
(£40.00 for non-affiliated societies/organizations)
£35.00 for A4 flyers**

**Heavier publicity leaflets/seasonal programmes to be negotiated in advance
with
Arts Richmond's Administrative Officer.**

MONTH	NEWSLETTER DEADLINE*	FLYER DEADLINE	MAILING
SEPT 26	23 rd July (for events in September 26)	19 th Aug	20 th Aug
OCT 26	23 rd August (for events in October 26)	16 th Sept	17 th Sept
NOV 26	23 rd September (for events in November 26)	14 th Oct	15 th Oct
DEC 26	23 rd October (for events in December 26)	18 th Nov	19 th Nov
JAN 27	23 rd November (for events in January 27)	16 th Dec	17 th Dec
Feb 27	23 rd December (for events in February 27)	20 th Jan	21 st Jan
Mar 27	23 rd January (for events in March 27)	17 th Feb	18 th Feb
Apr 27	23 rd February (for events in April 27)	17 th Mar	18 th Mar
May 27	23 rd March (for events in May 27)	14 th Apr	15 th Apr
June 27	23 rd April (for events in June 27)	12 th May	13 th May
July/Aug 27	23 rd May (for events in July/August 27)	16 th June	17 th June
	No Mailing In July		

- **Due to production lead times this is the latest date we can guarantee inclusion of an event in the newsletter. If you are able to provide information earlier than this it would be very much appreciated by our Editor who works on a part-time basis. If this is likely to cause you difficulties please contact Arts Richmond's office.**