

# How to contact your Local press



Local newspapers are always on the lookout for stories about people from their area, so it's a great idea to contact them to share why you are fundraising for your local Hospice. It's an excellent way to publicise St Clare, to raise awareness of our care, and to generate support for families in your local community who are dealing with a life-limiting illness.

## Writing a Press Release

To help you get in touch with your local media we have created a [Press Release template](#). This can be used to promote your fundraising Challenge beforehand, or to promote what you achieved after it has taken place. Don't feel daunted about contacting the media – it isn't nearly as intimidating as it sounds!

## What you should include

By filling out the press release template you will have given all the basic information the journalist needs to put a story together. In some cases they will print your press release word for word, in other instances they may get in touch with you for more details. Remember to include some photos of your Challenge – and if you are doing something in memory of a loved one, consider including a family photo of the two of you together.

## Contact us...

Get in touch with the St Clare's [Communications Officer](#) if you need further media advice at:

**Phone:** 01279 773752

**Email:** [rebecca.hedges@stclarehospice.org.uk](mailto:rebecca.hedges@stclarehospice.org.uk)

## Local St Clare Press Contacts

There are a number of local newspapers in the St Clare catchment area – you should send it to the newspaper which covers your own town.

Dunmow Broadcast:  
[editor@dunmow-broadcast.co.uk](mailto:editor@dunmow-broadcast.co.uk)

Epping Forest Guardian:  
[joseph.flaign@london.newsquest.co.uk](mailto:joseph.flaign@london.newsquest.co.uk)

Harlow Star:  
[star@hertsessexnews.co.uk](mailto:star@hertsessexnews.co.uk)

Herts & Essex Observer:  
[observer@hertsessexnews.co.uk](mailto:observer@hertsessexnews.co.uk)

Saffron Walden Reporter:  
[editor@saffronwalden-reporter.co.uk](mailto:editor@saffronwalden-reporter.co.uk)