

Michigan State University Retirees Association
Spartan Senior Newsletter Schedule for 2018-2019
Prepared by Rick Vogt, Editor, on April 29, 2018; Updated April 29, 2018

Which issue?	Goes to whom in paper copy?	Intended size	Deadline for content	Use this issue to announce all events occurring <u>after</u>
August-September Expanded Edition	Both paid and unpaid	12-16 pp	July 27, 2018	Aug. 31, 2018
October	Request Only	4-8 pp	Sept. 7	Oct. 1
Nov-Dec Expanded Edition	Request Only	8 – 12 pp	Oct. 5	Nov. 1
January	Request Only	4-8 pp	Dec. 7	Jan. 1, 2019
February – March Expanded Edition	Request Only	8 - 12 pp	Jan. 4, 2019	Feb. 1
April - May	Request Only	12 pp	Mar. 8	Apr. 1
June-July	Request Only	4-8 pp	May 10, 2019	June 1, 2019

Where to send content: E-mail content to the Editor. Send e-mail to vogtrick@comcast.net.

We now have an Underwriting Manager. Our new Underwriting Manager is Jacquelin Babcock, e-mail jbabcock@msu.edu. She is responsible for all interactions with our underwriters and will work to keep them well informed and satisfied with our presentation of their messages.

The Spartan Senior can be viewed in color electronically and is archived on our web site. An electronic copy of the current and back issues of the newsletter can always be viewed free of charge at the MSURA web site, <http://retirees.msu.edu>.

The “in your mailbox” date: We have no control over the U. S. Postal Service and therefore have made no estimates over when the printed edition will arrive in anyone’s mailbox. Of course, the electronic version will always be available considerably earlier than the printed version, usually about two weeks earlier. We have been advised that we must allow 14 days (10 work days) for delivery after our printed and mail prepped copies arrive at the East Lansing post office. **Holidays and political campaign mailings tend to slow the mail delivery of our newsletter.**

Size of each issue: We give the intended size above. It is possible to expand the size of an already large printed issue (8 or more pages) without greatly increasing the cost of printing, but it is comparatively costly in print charges to go from 4 to 8 pages. Newsletters of 4 or 8 pages normally cost .301 each to mail; those of 12 or 16 pages normally cost .553 each to mail. If less material is available for an expanded edition by our deadline, we will publish a smaller issue.