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**SUBMISSION FORM: WTM PREVIEW FEATURE AND WTM DAILIES**

Please save this page as a Word document, including the exhibitor in the file name, and send to mbarber@ttgmedia.com with the exhibitor name also in the subject line. For agencies with several clients, please send submission forms in a separate email for each exhibitor. Where possible, please submit relevant high-resolution images at the same time as your form – we might not always have time to come back to you to ask for additional images. Please only fill out and return this form for clients that are exhibiting at WTM London in 2019.

**The deadline for submissions is FRIDAY 13 SEPTEMBER 2018**

If you miss this deadline, your news, requests and invites will not be prioritised.

**28 OCTOBER: WTM Preview feature in *TTG*’s weekly magazine**

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| **Exhibitor name and stand number** |  |
| **40-50 word summary.** Please include WTM stand activities and key themes/messages. |  |

**4-6 NOVEMBER: WTM Dailies**

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| **Exhibitor name and stand number**  |  |
| **What’s on (on-stand events, celebs, activities and giveaways)**Please be very specific about days and times. 80-word limit. |  |
| **Significant news stories/angles, and their time-sensitivity**Please include any relevant weblinks and you can attach a press release if you like. |  |
| **Request for interviews. Who? When? Why?**Priority goes to exhibitors with strong news angles. Please specify whether you’re requesting a pre-show or an on-stand interview. For the latter, please state any time constraints. |  |
| **Request for photo-call on stand. What? When? Why?** Think celebrities, national dress, dancers and stunts etc. We can only guarantee a photo-call at the show as part of a commercial package. All photo calls will take place on the Monday. |  |
| **Invites to events/drinks/ parties for TTG staff.**Please include a summary of date, time and location here. You can also attach an invite. |  |