

## Tri-State Regional Public Relations Service Request Form

"The Narcotics Anonymous message is 'that an addict, any addict, can stop using drugs, lose the desire to use and find a new way to live.'"

-PR Handbook, p.1

"Public information is informing the public about recovery from addiction through the Twelve Steps and Twelve Traditions of Narcotics Anonymous.

The purpose of a public information subcommittee is to inform the public that NA exists and offers recovery from the disease of addiction."

-Guide to Public Information, p.1

"The principle of service, critical to the application of our Eleventh Tradition is not a passive principle. To be of maximum service to the still-suffering addict, we must energetically seek to carry our message throughout our cities, town, and villages. ...We must take vigorous steps to make our program widely known. The better and broader our public relations, the better we will be able to serve."

-Tradition Eleven, It Works:  
How and Why

One of our goals, in providing the most efficient and comprehensive service to our community and to our fellow addicts, is to coordinate the scheduling of our presentations. To be effective, we, the Tri-State Regional Public Information Committee must adhere to the following standards:

- We will do our best to honor requests for presentations and workshops in the order in which they are received.
- We ask requests be made at least 60 days prior to the event for staffing purposes.
- We require a primary and a secondary contact person, and as much detail (such as a flyer) as is available in regards to forum, allotted time, and audience.
- We offer Presentations, Presentation Workshops, and Help Line Workshops. **A separate form must be submitted for each service.**
- Please circle the service you require.

PRESENTATION	PRESENTATION WORKSHOP	HELP LINE WORKSHOP
AREA/GROUP:	TODAY'S DATE:	EVENT DATE:
1st CONTACT'S INFORMATION:		2nd CONTACT'S INFORMATION:
PHONE:	PHONE:	
DETAIL OF COMMITTEE/EVENT: (flyer can be attached)		