



# Promotional Email Request

DATE \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

COMPANY ADDRESS \_\_\_\_\_

COMPANY DESCRIPTION \_\_\_\_\_

---

---

---

---

PURPOSE OF EMAIL PROMOTION AND SUMMARY OF CONTENT \_\_\_\_\_

---

---

---

---

---

---

PREFERRED MONTH AND WEEK FOR PROMOTIONAL EMAIL(S) \_\_\_\_\_

CONTACT PERSON (FULL NAME) \_\_\_\_\_

CONTACT EMAIL \_\_\_\_\_

CONTACT TELEPHONE (BEST NUMBER) \_\_\_\_\_

**EMAIL COMPLETED FORM TO DANA GIBSON [DANA@SOCIETYHQ.COM](mailto:DANA@SOCIETYHQ.COM)**

**QUESTIONS? CONTACT DANA GIBSON AT 804-338-6958 OR [DANA@SOCIETYHQ.COM](mailto:DANA@SOCIETYHQ.COM)**

Psychiatric Society of Virginia  
2209 Dickens Road | Richmond, Virginia 23230  
804.565.6377 | [psv@societyhq.com](mailto:psv@societyhq.com) | <https://www.psva.org/>

6/16/2020