

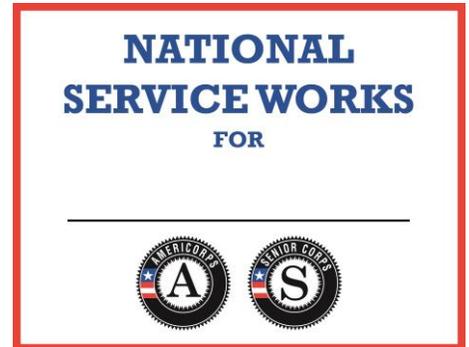


## PHOTO GUIDANCE

Thank you for participating in the 2015 Mayors Day of Recognition for National Service! We encourage you to submit photos of your mayor surrounded by national service members, whether at City Hall or on a service site. Participants in the photo should hold the “National Service Works for (City Name)” sign. Here are the steps to submit your photo(s):

### Take It:

- Visit the “Event Signs and Logo” section of our [Resource page](#) to find a customizable Mayors Day sign.
- Add **YOUR** City or town name to the sign and print.
- Take a photo of your mayor holding the sign with national service members from your community.
- Photos should be no larger than 2MB each.
- Please name the photos by respective City and State (such as EriePA.jpg)



### Share It:

- Share your photos on your Facebook, Twitter, Instagram, or other accounts. Be sure to use the #mayors4service hashtag.

### Send It:

- Go to “We Transfer” ([www.wetransfer.com](http://www.wetransfer.com)) to send photos.
- Upload photo(s) to We Transfer ([www.wetransfer.com](http://www.wetransfer.com)). 3 photos allowed (max).
- Insert [photos@cns.gov](mailto:photos@cns.gov) as “Friends email”.
- In “Message” of email include the mayor’s name, city, and state, and “Mayors Day 2015 Photo”. If you have other relevant caption info, please include.
- Click TRANSFER!

Please **send photo submissions by Friday, April 10**, to be included in our national photo gallery.

If you have question, please contact CNCS Photographer, Matthew Guinan ([mguinan@cns.gov](mailto:mguinan@cns.gov)). Please include *Mayors Day 2015 Photo Question* in subject line to ensure prompt response.

