

News story submission form

Use this form to tell the Union’s news desk about any news or event, match reports, or a feature idea you’ve had. You can suggest just about anything you’d like to see in print, even if you’re not a writer - if you’ve got something to say, we want to hear it!



Fill out the form

Please provide as much information as you can about your story, below.

You can also fill this form out online and upload your photos, videos and documents at www.upsu.net/newsdesk. For more information, please speak to the Media & Publications Officer or a member of the news team.

Your name: _____

Your e-mail address: _____

Contact number: _____

What do you want to tell us? _____

If you have any photos or other documents, please attach them to this sheet

Please note: all information is optional, but we may need to contact you to follow up this story or to get further details.

If you wish your details to be kept anonymous, speak to the Media & Publications Officer: mediaofficer@upsu.net or 023 9284 3657



Hand this form in to the news desk

You can find the news desk in the Sabbatical Office, in Gun House, at the Students’ Union.

Alternatively, you can post it to:
News Desk, UPSU, Cambridge Road, Portsmouth, England, PO1 2EF

OFFICE USE ONLY: date received: ____/____/____ Received by: _____ Category/ies: _____ AN: _____