



2020 PRUDENTIAL SPIRIT OF COMMUNITY AWARDS

Checklist of photos and media to be returned to Prudential by **Friday, February 28, 2020**

- HEADSHOT PHOTO** of the honoree to be included in the recognition program and other materials. A school photo or other formal, color photo is ideal.

If emailing (preferred), please send a .jpg or .png file attachment (do not embed the photo within an email.) Due to photo quality requirements, phone camera pictures cannot be accepted

If sending a hard copy, mail one copy (minimum size: 2x3, preferably 5x7.) The original photo should be taken against a plain background and write your name/state on the back of the photo

- ADDITIONAL PHOTOS** of you conducting your service activity. Phone camera photos OK. Email only. [*optional*]

- NEWS COVERAGE** about you and your service. Email only. [*optional*]

Email your submissions and questions to: Regine.JeanFrancois@prudential.com
Save photo as: State_Level_Name_Description (example: NJ_SH_Joe Smith_Headshot)

Mail your submissions to: Regine Jean-Francois, Prudential, 751 Broad Street, 15th Floor, Newark, NJ 07102