

LDHS Media Expectations

- Please refer to the [Lacombe Museum Press](#) Kit page for information about the Lacombe Museum and its major events and projects – confirm events via [website calendar](#) or contacting staff.
- Please feel free to contact the Lacombe Museum directly for information that cannot be found on the Lacombe Museum Press Kit page
- Requests for interviews or meetings with Lacombe Museum staff must be arranged in advance via phone or e-mail
- Press and media are welcome and invited to attend all events that are held by the Lacombe Museum on behalf of the Lacombe and District Historical Society (LDHS)
- Any members of the press or media that attend Lacombe Museum events are required to uphold values of inclusivity and respect when interacting with any speakers or hosts
- Questions that are addressed to event speakers or hosts must be asked during relevant question periods, or at a time when a main event activity is not taking place
 - During question periods the Lacombe Museum asks that only questions relevant to the topic and event are directed to the speaker or host
- Photos of the collections or from the archives must be obtained directly from the Lacombe Museum and must contain proper attribution when published
 - Attribution: *“Image used with permission from the Lacombe & District Historical Society”*
- Archival Photos are to contain a reference to their accession number (the number assigned to an item in a museum collection for organization means)
 - Accession numbers will be provided, they will contain three parts: ex. 1999.1.1
 - Ex. **Archival Image LDHS1990.1.1**
- Images other than those provided in the Lacombe Museum Press Kits must be pre-approved by the Executive Director prior to distribution

Main Contact:

Executive Director

Melissa Blunden

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Additional contacts may be provided after initial conversations at the sole discretion of the Executive Director.

Lacombe & District Historical Society

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