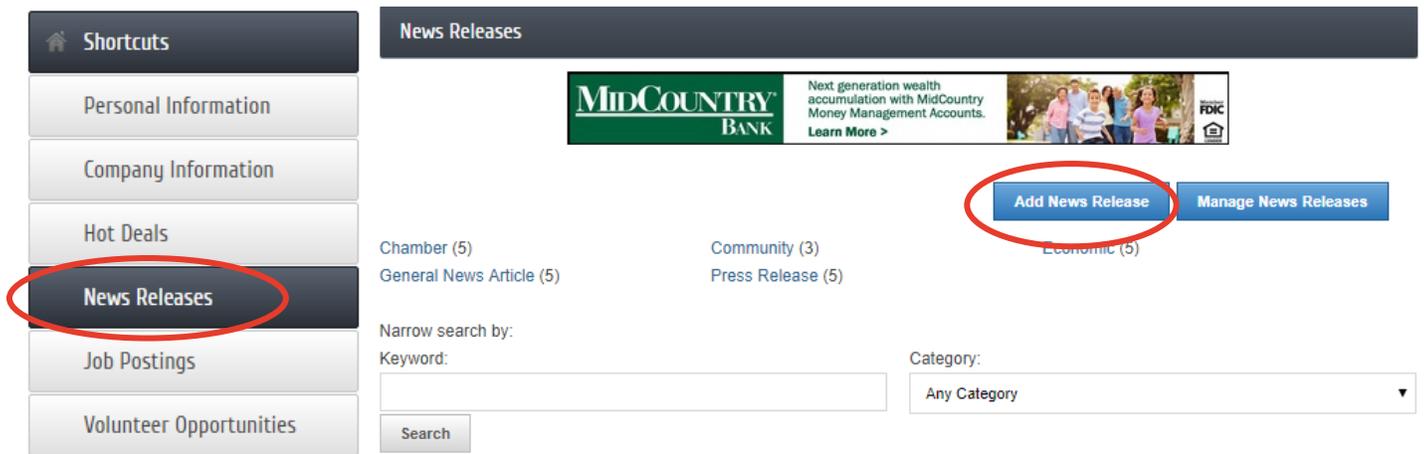


ADDING A NEWS RELEASE TO EXPLOREHUTCHINSON.COM

- Go to <https://explorehutchinson.com/>
- Click on "Member Login" in orange at the top of the page.
- Enter your login information to get to your Member Portal.
- Click on "News Releases" in the left-hand menu on your member homepage, then click "Add News Release"



- Add details for your news release including a title, meta description (displays in search results) category, logo, contact information and content.
- When finished, hit "Submit for Approval" at the bottom of the page.
- After your news release has been submitted, we will review and approve the posting, then it will appear on our website.