

WHERE TO SUBMIT YOUR OP-ED/LETTER TO THE EDITOR

Submitting an op-ed/letter-to-the-editor is one way to make your voice heard on the issues that matter to your community. Consider word length requirements and rules for submission when drafting your piece.

CENTRAL COAST

- [San Luis Obispo Tribune](#)
 - o **Letters:** Under 200 words. Shorter, e-mailed letters are preferred. Your letter must be signed and include your address and phone number. Writers are limited to one letter a month. Send letters to: letters@thetribunenews.com. You can also [fill out the form](#) to submit.
- [The Salinas Californian](#)
 - o **Letters:** Letters of fewer than 250 words have the best chance of publication. Include name and phone number for verification. [Fill out the form](#) to submit.
- [Santa Barbara News-Press](#)
 - o **Letters:** Letters should be fewer than 250 words and should be sent to voices@newspress.com.

CENTRAL VALLEY

- [Fresno Bee](#)
 - o **Op-Eds:** Submit 750 words or less. E-mail to letters@fresnobee.com.
 - o **Letters:** Cannot exceed 200 words, and often run shorter. [Fill out the form](#) to submit.
- [Bakersfield Californian](#)
 - o **Op-Eds:** Up to 700 words. To submit an op-ed for the “Community Voices” section, you must [create a user account](#) and submit using the form provided.
 - o **Letters:** Less than 150 words. To submit letter, you must [create a user account](#) and submit using the form provided.
- [The Record](#) (Stockton)
 - o **Letters:** Letters should be kept to 250 words long. To ensure a diversity of opinion, writers are limited to two published letters every 30 days. Send letter to editor@recordnet.com.

CONTRA COSTA/EAST BAY

- [The Daily Californian](#)
 - o **Op-Eds:** Must be approximately 700 to 900 words in length. [Use the submission form](#) or email your piece to opinion@dailycal.org. Your piece must not have been published on any other platform, including a personal blog. Please also link or provide valid sources for any facts you use.
 - o **Letters:** Letters must be no longer than 250 words and may be edited for length and clarity. [Fill out the form](#) to submit.

- [East Bay Express](#)
 - **Op-Eds:** Submit 750 words or less. Email your piece to editor@eastbayexpress.com. The editor will ensure that the correct section editor views your pitch and responds. Please allow one or two weeks for a reply.
 - **Letters:** [Fill out the form](#) to submit.
- [East Bay Times](#)
 - **Op-Eds:** Commentaries should be send via e-mail to ebcommentary@bayareanewsgroup.com. Submissions should be 600 words and include a tagline, an email address and daytime phone number for the author. Paste the commentary into your email rather than sending it as an attachment.
 - **Letters:** Up to 150 words. [Fill out the form](#) to submit.

LOS ANGELES

- [Los Angeles Times](#)
 - **Op-Eds:** 750 words average. Send to oped@latimes.com.
 - **Letters:** 150 words or less and may be edited. Submit your letter via this [form](#). You will be contacted if your letter is a candidate for publication.

ORANGE COUNTY

- [Orange County Register](#)
 - **Op-Eds:** 600 words average. Email your submission to opinion@scng.com with the subject line “Op-ed submission.” Include a sentence or two at the end including your position, city or community of residence, and any background relevant to your expertise in the topic.
 - **Letters:** E-mail your letter to letters@ocregister.com. Please provide your name, city and telephone number (telephone numbers will not be published). Letters of about 200 words will be given preference. Letters will be edited for length, grammar and clarity.

RIVERSIDE/INLAND EMPIRE

- [Riverside Press-Enterprise](#)
 - **Op-Eds:** Must be less than 600 words. Submissions are subject to editing. Email your submission to opinion@scng.com with the subject line “Op-ed submission.” Include a sentence or two at the end including your position, city or community of residence, and any background relevant to your expertise in the topic.
 - **Letters:** Average 200 words. Letters will be edited for length, grammar and clarity. E-mail your letter to letters@pe.com. You will need to provide your name, city and telephone number (telephone numbers will not be published).
- [San Bernardino Sun](#)
 - **Op-Eds:** Must be less than 600 words. Submissions are subject to editing. Email your submission to opinion@scng.com with the subject line “Op-ed submission.” Include a sentence or two at the end including your position, city or community of residence, and any background relevant to your expertise in the topic.

- **Letters:** Limit submissions to 150 words and send via email (without attachments) to opinions@scng.com. Letters must include the writer's home community and a daytime phone number for confirmation.

SACRAMENTO

- [Sacramento Bee](#)
 - **Op-Eds:** 600 words average. Submit your piece to opinion@sacbee.com to be considered for publication in the "Viewpoints section." Will require you to sign a freelance contract, review our freelance ethics policy and allow us to print a photo of the author with the article as well as provide an email address for readers to contact the author.
 - **Letters:** There is a 150-word limit for letters to the editor. [Fill out the form](#) to submit.

SAN FRANCISCO/BAY AREA

- [The Mercury News](#)
 - **Op-Eds:** 600 words or less. No attachments. Include name, email address and phone number. E-mail drafts to opinion@mercurynews.com.
 - **Letters:** 150 words or less; no attachments; include your name, address and daytime phone. To submit a letter, email it to MNletters@mercurynews.com.
- [San Francisco Chronicle](#)
 - **Op-Eds:** Maximum of 600 words for the "Open Forum" section and 800 words for "Insight" section. [Fill out the form](#) (select "Op-Ed" as type of submission in the drop-down menu) to submit.
 - **Letters:** 200 words or fewer. Letters may be edited for space, clarity or spelling and grammar. [Fill out the form](#) to submit.
- [San Francisco Examiner](#)
 - **Op-Eds:** Average 650 words. You can e-mail your piece to letters@sfxaminer.com.
 - **Letters:** [Fill out the form](#) (select "submit a letter" in the Subject drop-down menu) to submit.

GUIDANCE FOR WRITING A LETTER-TO-THE-EDITOR

A letter-to-the-editor (LTE) is sent to a newspaper or a publication about an issue of concern from readers. They are often monitored by elected officials because they can create an impression of widespread support or opposition on the issue being addressed.

General guidelines:

- LTEs are short in length, between 150-200 words in length, and focus on a single subject
- They make reference to previous articles published in the newspaper
- Before drafting, consider the newspaper's policy on submitting an op-ed (word length, where/how to send, providing contact information, etc.)

Questions to consider:

- Am I making reference to a particular article previously published in the newspaper?
- Can I provide substance to the argument I'm trying to make?
- What point am I trying to make? Am I making a clear call to action on a specific issue?

Sample LTEs:

LTE example 1: The Latino vote

Dear Editor,

For the first time in U.S. history, Latinos will be the largest racial/ethnic minority voting bloc in the country. That's because 32 million Latinos will be eligible to vote, according to the Hispanic Pew Research Center.

The largest share of our nation's Latino voters reside in California—7.9 million to be exact. Presidential candidates have a lot to do to meaningfully engage our communities if they want us to cast a ballot for them.

Our communities care about the state's affordable housing crisis. We want lower healthcare costs so that we don't have to choose between saving for a rainy day and getting the prescription drugs we need to stay healthy. We want wages to keep up with the rising cost of living so that we all have a chance at making it in California.

It'd be wise for all candidates to speak to us directly, consistently, and openly about these issues and more.

Your name, City, State

LTE example 2: The 2020 Census

Dear Editor,

2020 is a big year for our country, and not just because of a presidential election. 2020 is also a census year.

Filling out the census takes only minutes to fill out, and it has major political and economic implications. It will determine how much California receives in congressional representation and federal funding for things like

healthcare and education that will benefit this community over the next ten years. It is one of the most consequential acts of civic engagement we can all take, regardless of our citizenship status.

Yet, there are many threats to full participation. A digital divide and fears about confidentiality can and will prohibit Latinos from filling out this form.

April 1st is National Census Day, but most households will be able to participate as early as mid-March. We must encourage all people in our community to fill out the census and find ways to help them get it done. Our future depends on it.

Your name, City, State

LTE example 3: Latino Giving Circle Network

Dear Editor,

The tradition of giving is deeply embedded in Latino culture. This is why the Latino Community Foundation has organized the [Insert Giving Circle Name] to embrace the tradition of giving by investing resources to Latino-led organizations that provide important services to this community.

Together, we have funded career and educational programs for youth, legal services for immigrants, and civic engagement efforts that encourage Latinos to vote.

Being a part of the Latino Giving Circle Network is one key effort to address a critical challenge in philanthropy: only about 1% of philanthropic dollars go to Latino programs and organizations. If foundations see it their mission to eradicate some of our society's toughest challenges—poverty, unequal opportunity, racism and discrimination—they should really consider investing in grassroots nonprofits that address the needs of the Latino community.

The Latinos in this community have stepped up, and we look forward to having others join as well.

Your name, City, State

GUIDANCE FOR WRITING AN OP-ED

An op-ed, or opinion editorial, is a narrative essay that presents the writer's opinion or thoughts about an issue. Op-eds can raise awareness about a particular topic or aim to persuade others and can substantiate the writer as an expert on a subject.

General guidelines:

- Op-eds average between 700 to 750 words
- They state a clearly defined point of view
- They contain the unique perspective and voice of the writer
- Before drafting, consider the newspaper's policy on submitting an op-ed (word length, where/how to send, etc.)

Questions to consider:

- What is the clear point I am trying to make?
- Who is the audience?
- Can I provide substance to my argument?

Sample Op-Eds:

- [To reach Latino youth, Democratic candidates must do more than speak Spanish](#)
- [Want an accurate census? Engage Latino business owners](#)