

Request for Advertising on Web Calendar and / or Electronic Signboard

| Applicant Information | | | |
|---|-------------|-----------------------------|-------|
| Organization Name: | | | |
| Contact Person Name: | | | |
| Mailing Address: | Town/City: | Postal Code: | |
| Phone: | | Alternate Phone: | |
| Email: | | Website: | |
| Event Information | | | |
| Event Name: | | | |
| Event Type: | | | |
| Event Date: | Start Time: | End Time: | |
| Summary of Event: | | | |
| In a few words, describe how your event benefits the community: | | | |
| Audience: | | | |
| Venue: | | Venue Address: | |
| Event Cost: | | | |
| Registration Details: | | | |
| Website / Digital Signboard Posting | | | |
| Would you like the event advertised on the Website www.turnervalley.ca on our Events Calendar? Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| Would you like the event advertised on the Town of Turner Valley Digital Signboard? Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| <i>Please provide event contact details, information given may be published in the event advertisement. Place asterisk * beside preferred method for digital signboard. If no information provided here, Applicant Information from above will be used.</i> | | | |
| Event Contact Person Name: | | Event Contact Person Email: | |
| Event Contact Person Phone: | | Event Website: | |
| Information | | | |
| Please complete all applicable fields and submit this form email, with relevant posters, logos, photos or documents to back2nature@turnervalley.ca . Attach digital images as .jpeg, .jpg or .png files and other supporting documents in .pdf format. | | | |
| Please review the Event Submission Guidelines on the website prior to submission. | | | |
| Events lasting longer than one week will be displayed on a rotational basis throughout the event life at the discretion of the Town. | | | |
| The Town of Turner Valley reserves the right to edit information to fit in the space allowed. Events will be posted as time allows. | | | |
| For Internal Use | | | |
| Date Received: | | | |
| Posted to Electronic Signboard: Yes <input type="checkbox"/> No <input type="checkbox"/> | | Staff Initials: | Date: |
| Posted to Online Calendar: Yes <input type="checkbox"/> No <input type="checkbox"/> | | Staff Initials: | Date: |