

# Event Listing Form

## Event Details

Event Name: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Is this a reoccurring event? Yes/No Please circle one: Daily Weekly Monthly Yearly

If yes, please list the reoccurring dates: \_\_\_\_\_

Event Description: \_\_\_\_\_

Event Cost: \_\_\_\_\_

Please attach a promotional image of your event ie: flyer, related image, logo etc. Otherwise we can provide one for you based on your event.

## Location Details

In which town(s) do you wish to hold your event: \_\_\_\_\_

In which park, reserve or facility do you wish to hold your event: \_\_\_\_\_

Address: \_\_\_\_\_

## Public Contact Details

Published enquiry contact details (if any): \_\_\_\_\_

Social platform link (ie: webpage, Facebook, Twitter, Instagram etc): \_\_\_\_\_

Organisation name: \_\_\_\_\_

## Applicant Details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Disclaimer: All event listings are at the discretion of the Narrabri Region Visitor Information Centre.

### OFFICE USE ONLY

Walk In  Phone  Email

Approved by Admin

VIC officer name: \_\_\_\_\_

Signature: \_\_\_\_\_

Uploaded to website

Date: \_\_\_\_\_

Time: \_\_\_\_\_