

EVENT SUBMISSION FORM



Date: _____

Merchant name: _____

Contact: _____ Phone# _____ Fax# _____

Website: _____ e-mail address _____

Event address/location: _____

Event name: _____

When will this event occur? Date: _____

Is this a reoccurring event? ___Y___N If so how often? Daily___ Weekly___ Monthly___

Please describe your event below:

Please submit your events by no later than the *30th of every month* in order to guarantee your admission into the following months online event calendars, PR and the monthly Artwalk event schedule. Please submit your events by no later than the *1st of every month* in order to guarantee your admission into the following months Sierra Arts publication. If your event is not submitted within the recommended time frame we can not promise that your event will be included in our accompanying press releases and collateral.

Submissions can either be faxed to 775-746-0717 or e-mailed to info@designonedge.com