Fill this out and then use the **Community Calendar Contact List** you put together to submit the following information over and over until you’ve submitted the info to every possible resource. (Type it here once, then copy and paste into all the calendar submission forms!)

EVENT TITLE:

EVENT CATEGORY:

EVENT START DATE:

EVENT END DATE:

EVENT DESCRIPTION (200 characters max):

EVENT TIMES:

EVENT LOCATION: (Street, City, State & Zip):

EVENT ADMISSION: There is a $100 non-refundable application fee. You will be given the opportunity to make a freewill donation at the end of the weekend. The total cost generally runs between $350-$550, including meals, workshop materials and hotel expenses.

CONTACT INFO (Name, Phone, Email):

WEBSITE: <http://www.encounter.org/> (or you can copy and past the link from your Weekend’s application page)

EVENT PICTURE (if you have one):

YOUR INFORMATION (Name, phone, email, comments):