



Community Event Calendar Submission

Please fill out the information below and submit your event. Please allow 5-10 business days for your submission to be reviewed and verified by a staff member. Once approved, it will be added to the calendar.

Event Details

Event Title: _____

Event Location (include full address): _____

Event Date/Time: Start _____ End _____

Event Details: _____

Event Category

Community Event

Portage College

Public Engagement

Special Event

FCSS Event

BOLD Event

Rodeo/Agriculture

Portage Pool

Other (specify) _____

Social Media

Would you like your event promoted on social media? Yes No

Social Media Name(s):

Twitter: @ _____

FaceBook: @ _____

Instagram: @ _____

Other: _____

Key Message(s):

Attachments

Please attach poster(s) or images to use for the promotion of the event.

Submitter Details

Name: _____ Organization: _____

Email: _____

Phone: _____ Address: _____

Comments:

*Please submit form via email to recreation@laclabichcounty.com,
or call 780-623-6353 for more information.*