**MCL Grand Event Marketing Form**

**Please make note of the facility official name(s), address and social media channels. This information should be used when promoting your event via printed documents, electronic documents/images or on social media**

Medical City Lewisville Grand Theater or MCL Grand (can use either one)

100 N. Charles, Lewisville, TX 75057

**Website:** [MCLGrand.com](https://www.mclgrand.com)

**Social Media:** [Facebook.com/mclgrand](https://www.facebook.com/mclgrand/), [Twitter.com/LewisvilleTexas](https://twitter.com/LewisvilleTexas), [Instagram.com/cityoflewisville](https://www.instagram.com/cityoflewisville/), City of Lewisville e-Horizons

In order to publicize your event as part of MCL Grand’s marketing efforts, please ***fill in the blanks on this form*** ***completely***, then email the form and photos to bglickman@cityoflewisville.com.

**Name of band/performer/show/class/event as you want it listed in marketing materials:**

**Band/performer/show/class/event day, date(s), time(s):**

**Brief description of band/performer/show/class/event (maximum 100 words). Required information.**

**Marketing images. Images must be horizontal and cannot contain any text on the image. Images should be emailed in the sizes listed below.**

1. one or two 150 dpi, prefer JPEG
2. one or two 300 dpi, prefer JPEG
3. one or two 600 dpi, prefer JPEG

**Band/performer/show/class/event website address:**

 [visualartleague.org](http://visualartleague.org/mcl)

**Ticket prices:**

**Complete website/phone number/email where tickets can be purchased:**

**Social Media Platforms (please share accounts of any social media platforms that are associated with this band/performer/show/class/event:**

1. Facebook: https://www.facebook.com/Visual-Art-League-of-Lewisville-165942423994962/
2. Facebook event URL:
3. Twitter:
4. Instagram: @visualartleagueoflewisville