

Community Calendar Policy

Members of the public may submit event information for approval for inclusion on the City of Plantersville's online community calendar, if that event is open to the general public, occurs within the Plantersville area and meets the following criteria:

- *Business sponsored events, which are open to the general public (Plantersville businesses only)
- *Church fairs and bazaars
- *Community Events (Plantersville events only)
- *Festivals (Plantersville area only)
- *Educational events/workshops, which are open to the general public (Plantersville events only)
- *Recreational events/tournaments (Local Schools, School Systems, and Town Recreation Events)
- *Arts and entertainment events (Plantersville events only)

Examples of events that would **not** be accepted include:

- *Store sales and promotions (please inquire about website advertising options)
- *Personal fundraisers and benefits
- *Regular meetings of membership organizations
- *Private-party garage sale listings
- *Religious services
- *Political programing and/or debates
- *Sporting events (exceptions: Homecoming, championship games, tournaments, etc.)
- *Ongoing activities with no specific dates and events lasting longer than 3 weeks in duration
- *Private events
- *Attraction/business season opening dates and seasonal changes in hours
- *Events that promote discrimination based on race, national origin, gender, sexual orientation, age, disability, religion, marital status, or political beliefs

This service is offered by the City of Plantersville for our residents as a courtesy. Area residents cannot list an event on behalf of a non-area entity. Requests to add an event to the online calendar must be submitted directly through the calendar itself. All submitted events will be reviewed by the Board of Aldermen Calendar Committee prior to publishing online, to ensure that the event meets, or is in keeping with, the intent of the above criteria.

We will do our best to review and post your submitted event within in a timely manner. It is recommended that you submit your event to the calendar at least two weeks prior to your event for maximum exposure. You are responsible for checking the calendar webpage to ensure your event has been posted and all information is accurate.

The City of Plantersville reserves the right to decline or remove any event from the calendar at any time and without notice.

We also reserve the right to edit event information for length, spelling, language and clarity. We are not liable for any misinformation, confusion, or errors in the posting of your event to the calendar.

If the event is cancelled, postponed, or if there is a significant change, correction, or error we ask the submitter to notify us in writing through the Calendar in a timely manner so that we can make corrections.