

Australian Capital Tourism Event Listing Request Form



By completing this form you are consenting to the use of your event information by Australian Capital Tourism and other third party organisations. Event listing requests are subject to editorial discretion and only suitable tourism events will be included in online and print publications. Decisions on inclusion of events by other publications to which this information is supplied rests solely with the editors of those publications.

Please note that it is the event organiser's responsibility to inform Australian Capital Tourism of any changes regarding the event such as change in name, dates, description, location, cost, etc. Australian Capital Tourism will not be held liable for the validity or reliability of information provided by event organisers. For assistance completing this form or event listing enquiries please contact the Event Listing Coordinator on (02) 6205 0666.

Return this form (email): visitcanberra@act.gov.au (or fax): 6205 0629
Attention: Event Listing Coordinator

Fields marked (*) are compulsory

Event Details			
(*) Event Name:			
(*) Start Date: (dd/mm/yyyy)		(*) Finish Date: (dd/mm/yyyy)	
(*) Start Time: (hh:mm)		(*) Finish Time: (hh:mm)	
(*) Event Venue Name:			
(*) Event Street Address:		Street No:	Street Name:
Suburb / Town:			
Postcode:		State:	
(*) Event Description: (50 words or less)			
(*) Admission fee: (If applicable)		Child: \$	Adult: \$
		Family: \$	
Concession: \$		<input type="checkbox"/> No Admission fee applies	
Contact details for public enquiries (to be published with event details – please complete minimum one field)			
Event Phone number:			
Event E-mail address: (eg. Info@yourevent.com.au)			
Event Website: (eg. www.yourevent.com.au)			
Contact details for person completing this form			
(*) Contact Name:			
(*) Phone:		Fax:	
Email:			

Please accompany your event listing request with additional information such as Media Releases where appropriate.