

As a service to clients we would be delighted to post your event on the calendar of events that is displayed on the Shaw Centre website.

Please fill out the form below and email to tovervest@shaw-centre.com or print and fax the completed form to the Shaw Centre at 613-688-8220, attn: **Trisha Overvest**

Title of Event <small>(Max 150 characters per language.)</small>	
ENGLISH	
FRENCH	

Date <small>(Example: Monday, July 1, 2015)</small>	Time <small>(Example: 10:00 am – 5:00 pm)</small>

Event Summary	
ENGLISH	
FRENCH	

Is your event a: <small>(choose one)</small>		
<input type="checkbox"/> PUBLIC EVENT	<input type="checkbox"/> PRIVATE EVENT	<input type="checkbox"/> REGISTRATION REQUIRED EVENT

Please outline the entrance costs to your event:	
<input type="checkbox"/> TICKET PRICES	\$ <input type="text"/>
<input type="checkbox"/> REGISTRATION FEE	\$ <input type="text"/>
<input type="checkbox"/> OTHER <small>(Please Specify)</small>	<input type="text"/>
<input type="checkbox"/> OR PROVIDE YOUR REGISTRATION WEBSITE ADDRESS	<input type="text"/>

Please list your contact information as you would like it to appear on our website.	
CONTACT NAME	
CONTACT TITLE	
CONTACT EMAIL	
CONTACT PHONE	
WEBSITE ADDRESS	

Your event will be listed on the Calendar within one week of receiving this form. You can view the calendar at shaw-centre.com/en/attending/calendar-of-events

Thank you.