

## Community Calendar Policy

- All items for the Community Calendar must be received by the 25<sup>th</sup> of the month to be included on the following month's calendar.
- Calendar Events must be open to public attendance or open to public knowledge.
- All events for the Calendar will be reviewed by the chamber director for appropriateness.
- School Events should be non-athletic in nature since those are advertised by the booster clubs & numerous in occurrences. School Events can include School plays, soup suppers, choir concerts, special days (Grandparent day), Christmas concerts, etc.
- Church Events should be large in nature & open to the public such as: soup suppers, rock the block, special speakers, etc.
- Other community events such as City Election Day, SummerFest, FallFest, WinterFest, Chamber Meetings, Ribbon Cuttings & Blood Bank dates will be added by the Chamber Director.
- Special Days such as Thanksgiving, Christmas, New Year's, Valentines, & Veteran's day will be automatically added (as room allows).
- Group Events such as GEMS/Cadet/Boy Scout kickoffs, Tip nights at Pizza Ranch, Coffee Break Kickoff, etc must be submitted for inclusion.
- Open Houses will be permitted if they are for a Chamber Member. They may be limited based on space.
- No Business Sales will be allowed