

**Events form**

\*All fields marked with an asterisk are mandatory. **Forms will not be accepted without this information completed.**

|  |  |
| --- | --- |
| **Event name\*** |  |
| **Event Postcode\* (must be an NI post code)** |  |
| **Public contact name (if applicable)** |  |
| **Public contact address\* (address of the event – this will appear on the web listing)** |  |
| **Town/City\*** |  |
| **County\*** |  |
| **Public contact postcode (If different to venue postcode)** |  |
| **Telephone number\*** |  |
| **Email address\*** |  |
| **Website (if applicable)** |  |
| **Twitter handle (if applicable)** |  |
| **Facebook URL (if applicable)** |  |
| **Correspondent contact name\* (for admin use only)** |  |
| **Position** |  |
| **Company\*** |  |
| **Correspondent address\*** |  |
| **Corr. Town/City\*** |  |
| **Corr. County\*** |  |
| **Corr. Postcode\*** |  |
| **Corr. Phone number\*** |  |
| **Corr. Email address\*** |  |
| **Start date** |  |
| **End date** |  |
| **Short summary\* (up to 100 characters)** |  |
| **Long summary\* (up to 250 characters)** |  |
| **Full marketing description\* - Complete details of what is happening at the event, this will be in your main narrative. (up to 2,000 characters)** |  |
| **Opening times** |  |
| **Prices (if applicable)** |  |
| **Good quality high resolution landscape orientation photographs over 1000 pixels wide showing the product and experience (up to 9 can be provided)** | Please provide by email |
| **Booking URL - If applicable, you can nominate a booking URL (website link) which your "Book" button, on your listing on discovernorthernireland.com, will automatically point web users to, to fulfil an online booking for your event. The visitor must be able to check availability, price and confirm a booking on this website in real time. This can be done through your own website or a larger booking engine website *e.g.http://www.mybookingengine.com/ksuiy.jtu=?uhsyk!jsy***  |  |
| **Book using (if applicable) - This is the name of the host website of your booking system e.g*.www.mybookingengine.com*** |  |

**Please mark relevant categories with an X:**

|  |  |
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| **Agriculture, Nature & Gardens** |  |
| **Agriculture, Nature & Gardens – Agricultural Show** |  |
| **Agriculture, Nature & Gardens - Nature & Gardens** |  |
| **Angling** |  |
| **Arts & Literature**  |  |
| **Arts & Literature – Arts** |  |
| **Arts & Literature - Literature** |  |
| **Comedy, Theatre & Dance** |  |
| **Comedy, Theatre & Dance – Comedy** |  |
| **Comedy, Theatre & Dance – Dance** |  |
| **Comedy, Theatre & Dance – Theatre and shows** |  |
| **Craft events** |  |
| **Equestrian** |  |
| **Exhibitions** |  |
| **Festivals, Music & Concerts** |  |
| **Festivals, Music & Concerts – Festivals** |  |
| **Festivals, Music & Concerts – Music and Concerts** |  |
| **Food & Drink** |  |
| **For Families** |  |
| **Heritage/History** |  |
| **Heritage/History – History Events** |  |
| **Heritage/History – St. Patrick and Christian Heritage** |  |
| **Heritage/History – Titanic** |  |
| **Lectures & Talks** |  |
| **Markets & Fairs** |  |
| **Outdoor Activities** |  |
| **Outdoor Activities – Adventure** |  |
| **Outdoor Activities – Cycling** |  |
| **Outdoor Activities – Golfing** |  |
| **Outdoor Activities – Walking** |  |
| **Seasonal** |  |
| **Seasonal – Christmas** |  |
| **Seasonal – Christmas family events** |  |
| **Seasonal – Christmas markets** |  |
| **Seasonal – Christmas shows and concerts** |  |
| **Seasonal – Christmas countdown** |  |
| **Seasonal - Easter** |  |
| **Seasonal - Halloween** |  |
| **Spectator Sports** |  |
| **Tours** |  |
| **Workshops** |  |

**Please mark relevant facilities with an X:**

|  |  |
| --- | --- |
| **Credit Cards Accepted** |  |
| **Euro Accepted** |  |
| **Free (Parking charges may apply)** |  |
| **Booking required** |  |