



# Web & Traveler's Guide Combo Listing Form: Event Nominations

To have your visitor-related event considered for placement on santacruz.org, please complete this form as you would like your information to appear, and return it to the CVC office by mail or fax. Your event *may* also appear in the Official Santa Cruz County Traveler's Guide, based on space availability.

While the CVC does not charge for event listings, events must be open to the general public and be of interest to visitors planning a vacation to Santa Cruz County. This program is available to organizations and events located within Santa Cruz County. Please allow two weeks for processing. Submitting this completed form **does not** guarantee inclusion in the Traveler's Guide or on the CVC website.

*Office Use Only*

\_\_\_ TG

\_\_\_ Web

If you would like more information on how to gain greater exposure for your event, please contact the CVC's Cooperative Marketing Director at 831.429.7281 ext.103.

**Contact Information** (please print or type)

The following information is for CVC use only and will not be published.

Today's Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Email: \_\_\_\_\_

**Listing Information** (please print or type)

The following information will be included in your listing.

Event Name: \_\_\_\_\_

Event Location / Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Event Phone: \_\_\_\_\_ Event Email: \_\_\_\_\_

Event Website: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Event Time: \_\_\_\_\_

**Event Categories - check all that apply:**

<input type="checkbox"/> Art Exhibit	<input type="checkbox"/> Live Music & Dance
<input type="checkbox"/> Culinary: Food and Wine	<input type="checkbox"/> Nature
<input type="checkbox"/> Cultural	<input type="checkbox"/> Other
<input type="checkbox"/> Educational	<input type="checkbox"/> Outdoor
<input type="checkbox"/> Family - Kid Friendly	<input type="checkbox"/> Performance Art
<input type="checkbox"/> Farmers Market	<input type="checkbox"/> Recreation
<input type="checkbox"/> Festival	<input type="checkbox"/> Sports

**Event Features - check all that apply:**

<input type="checkbox"/> Admission FREE Event
<input type="checkbox"/> FREE Parking
<input type="checkbox"/> Visitor Event
<input type="checkbox"/> Community Event

Our promotional efforts are \_\_\_\_\_% directed within Santa Cruz County and \_\_\_\_\_% directed outside of Santa Cruz County.

**Description** - Limit 200 characters (approx. 30 words). The CVC reserves the right to edit for style, length and consistency.

**X** Authorized Signature (both pages must be signed) \_\_\_\_\_

**Payment Information**

**FREE** Photo-enhanced listing on the santacruz.org website and in Traveler's Guide (please allow 2 weeks for processing).

Display advertisers receive a website and Traveler's Guide Combo listing free with their paid ad. If you would like to consider a display ad, please call Gary Green, Cooperative Marketing Director, at 831.429.7281 ext.103.

Check here if purchasing a Display Advertisement for your event. Please call Gary Green, Cooperative Marketing Director, at 831.429.7281 ext. 103 for rates.

**Important Advertiser Information**

> A photo may be included in your listing. If submitting a new photo, it must be sent as a .jpg at 72 pixels per inch. Size should be 640 x 480 pixels (horizontal). The CVC may crop your photo for better viewing online. We recommend clear, simple images. Please email your photo to blabreche@santacruz.org and include your event's name and date as listed on this form.

> Events: While the CVC does not charge for event listings, events must be open to the general public and be of interest to visitors planning a vacation to Santa Cruz County. This program is available to organizations and events located within Santa Cruz County. Please allow two weeks for processing. Submitting this completed form **does not** guarantee inclusion in the Traveler's Guide or on the CVC website.

> The CVC reserves the right to edit for style, length and consistency. Photos and listing information may be used to promote Santa Cruz County on other qualified websites.

> Unless you are a display advertiser, your free listing is not guaranteed placement in the Traveler's Guide or on santacruz.org. However, priority may be given to those who provide reciprocal links to santacruz.org. Go to [www.santacruz.org/partners/link-building.php](http://www.santacruz.org/partners/link-building.php) or call 831.429.7281 ext. 103 to learn more.

> As a benefit for our display advertisers you may be contacted by the CVC for brochures, availability information (lodging only) or to receive a weekly event flyer. These services are provided free of charge to paid display advertisers.

> The CVC limits liability for any errors to the cost of the actual space occupied by the error. All ads are subject to approval by the CVC. By placing an advertisement, the advertiser represents that they have authorization for use of materials and artwork supplied for the advertisement. In addition, the advertiser confirms that the information provided to the CVC which will appear in their ad or listing is accurate and assumes all responsibility for its content. The CVC will not be liable for any loss or liability resulting from the use of unauthorized materials, misrepresentation or inaccuracies on the part of the advertiser.

I have read and agree to the conditions above.

X Authorized Signature (both pages must be signed) \_\_\_\_\_

CVC Salesperson's Signature \_\_\_\_\_

*For office use only:*

Fee Confirmation by SCCCVC Operations Director: \_\_\_\_\_

Duration of Contract: Start Date \_\_\_\_\_ End Date \_\_\_\_\_