



EVENT INFORMATION FORM

Event ID			
Event Name			
Event type			
Start Date:		End Date:	
start Time:		End Time:	
Venue Name			
Adress			
City			
Country			
Organization Name			
Contact Person			
Email			
Website			
Event Description			
Main Topics/Themes			
Target Audience			
Expected Attendees			
Expected Exhibitors			
Free Event? (Yes/No)			
Ticket Price Range			
Ticket Purchase Link			
Facebook Link			
Twitter Link			
Instagram Link			
Event Hashtags			
Logo File Name			
Banner Image File Name			
Date Submitted			
Approved? (Yes/No)			
Published? (Yes/No)			
Notes			

www.ContactUsExpo.com

Terms and Conditions for Event Listing

- 1. Information Accuracy:** By submitting this form, I, the event organizer, confirm that all information provided is accurate, current, and complete to the best of my knowledge. I understand that providing false or misleading information may result in the event being removed from the listing.
- 2. Updates and Changes:** I agree to promptly notify **Contactusexpo.com** of any changes or updates to the event details, including but not limited to dates, times, venue, or cancellations.
- 3. Content Responsibility:** I take full responsibility for the content submitted, including text, images, and links. I confirm that I have the right to use and distribute all materials provided for the event listing.
- 4. Listing Approval:** I understand that submission of this form does not guarantee listing on **Contactusexpo.com**. All submissions are subject to review and approval.
- 5. Information Usage:** I grant **Contactusexpo.com** permission to use the provided information for the purpose of listing and promoting the event on their platform and associated marketing channels.
- 6. Third-Party Verification:** I acknowledge that **Contactusexpo.com** may verify the provided information with third-party sources and reserves the right to request additional documentation if needed.
- 7. Liability:** **Contactusexpo.com** is not responsible for any errors or omissions in the information provided. The responsibility for the accuracy of the listing remains with the event organizer.
- 8. Removal Rights:** I understand that **Contactusexpo.com** reserves the right to remove or modify the event listing at any time, particularly if the information is found to be inaccurate or in violation of these terms.
- 9. Contact Consent:** By providing contact information, I agree to be contacted by **Contactusexpo.com** regarding this event submission and future relevant communications.
- 10. Compliance:** I confirm that the event complies with all applicable local, state, national and international laws and regulations.

Declaration:

I have read, understood, and agree to the above terms and conditions. I declare that all information provided for this event listing is true, accurate, and complete.

[I agree to these terms and conditions.

Name: _____

Date: _____

Signature: _____

Download, complete, sign, and email the form to: media@contactusexpo.com