

Event Submission – Terms & Conditions

By submitting an event for inclusion on the Shire's Events Calendar and Newsletter, you agree to the following terms and conditions:

- **Eligibility**
 - Events must be relevant to the local community and lawful under Australian and Western Australian legislation.
 - The Shire reserves the right to determine whether an event is suitable for publication.
- **Submission timeframe**
 - Event details must be submitted **at least one (1) week prior** to the event date.
 - Late submissions may not be included.
- **Accuracy of information**
 - Event organisers are responsible for ensuring all information provided is accurate, current, and complete.
 - This includes dates, times, locations, contact details, ticketing information, and any applicable age or safety requirements.
- **Edits and formatting**
 - The Shire may edit event details for clarity, length, grammar, formatting, or consistency.
 - Editing will not change the intent of the event information.
- **Publication**
 - Submitted events may be published on:
 - The Shire's website events calendar
 - The Shire's newsletter events calendar
 - Inclusion is not guaranteed and is subject to space, timing, and relevance.
- **Changes or cancellations**
 - Event organisers must notify the Shire as soon as possible of any changes or cancellations.
 - The Shire is not responsible for updating incorrect or late changes if insufficient notice is given.
- **Liability**
 - The Shire accepts no responsibility for event delivery, safety, cancellations, or disputes arising from the event.
 - Event organisers are solely responsible for all aspects of their event.
- **Promotion disclaimer**
 - Publication of an event does not imply endorsement or sponsorship by the Shire.
- **Consent**
 - By submitting an event, you confirm you have the authority to provide the information and consent to its publication.

