

# PALM BEACH STATE COLLEGE - EISSEY CAMPUS THEATRE MARKETING FORM

*If you would like us to help you promote your event, please fill out this form and return it.*

*See separate listing of the Marketing Opportunities for Renters.*

***Please do not start promoting your event until your rental contract is signed and you have reviewed page five of the Usage Policy on Publicity and Promotion.***

**Return to:** Eissey Campus Theatre, Palm Beach State College

3160 PGA Blvd, Palm Bch Gardens, FL 33410

**OR** Fax to (561) 207-5904 **OR** e-mail information to [fabera@palmbeachstate.edu](mailto:fabera@palmbeachstate.edu)

**PHOTOS**...to better promote your event a jpg photo of your group

or event can be sent to [fabera@palmbeachstate.edu](mailto:fabera@palmbeachstate.edu)

*Only photos that are at least 400 pixels wide and at least 100 KB are acceptable – no clip art or cartoons*

## **FUNCTION TO BE LISTED IN ALL PROMOTIONAL MATERIALS AS FOLLOWS:**

Presenting Organization:

Name of Event:

Description of Event: *(this will be used on our website but may or may not be used in the printed calendar depending on space)*

Date(s):

Performance Time(s):

Ticket Prices:

Palm Beach State Student Discount Prices: (if applicable)

Palm Beach State Faculty/Staff Discount Prices: (if applicable)

Phone number to call to purchase tickets:

Website:

Can tickets be purchased on your website? yes no

Is there a physical location people can go to purchase tickets? yes no

If yes...Location:

Days and Hours of Operation:

Contact name for press:

Contact phone for press:

Contact email for press:

**Date we may begin promoting your event:**