

# 3 Simple Steps to Post Events to Community Calendar

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Click the "Submit an Event" link on [www.durhameventcalendar.com](http://www.durhameventcalendar.com)



## Durham Community Event Calendar

The Durham Convention & Visitors Bureau maintains a complete Community Event Calendar of more than 11,000 events taking place in Durham throughout the year. This vital reference tool is accessed by thousands each month through a searchable database.

Events from the Community Event Calendar are sent to hundreds of frontline hospitality workers each week, as well as hundreds of media outlets in the Southeast every month. A three-week snapshot of events is also included in the Durham Sun's Eye, CCV's e-newsletter distributed to 3,300 residents. Additionally, the calendar is used extensively by local event planners and organizations to clear dates for upcoming events.

Submissions of additional events are gladly accepted. Use the form below to add upcoming events or update existing listings. The Event Calendar Editor will review the information submitted for inclusion in the calendar. If you need assistance, contact the Event Calendar Editor at [evcal@durhamccvb.com](mailto:evcal@durhamccvb.com) or call (919) 683-8316.

Please indicate if the event information you are providing is an update to an existing event or a new event submission.

An update to information previously submitted  
 A new event submission

Name of organization hosting the event:

Event Contact Information:  
*(Contact info for internal use only - not published with event information)*

Name:

Street/Waiting Address:

Zipcode:

Email Address:

Phone Number:

Name of Event:

Event Website:

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The link will open in a new window. Fill out the form with detailed information about the event.

Address/City:

Event Date(s):

General vicinity of event in Durham:

Downtown & Nearby  
 East Central (Village Shopping Center, Oak Grove/Grove Park)  
 Northeast (Durham Regional, North Duke Crossing, Tryburn)  
 Southeast (The Streets at Southpark, Durham-Chapel Hill Blvd.)  
 Northwest (Crossdale, Willsborough)  
 Southeast (Research Triangle Park)  
 West Central (Duke West Campus)  
 I-40  
 I-85

Which of the following best describes your event (select one):

After entering the details of this event, please click **SUBMIT SURVEY** to forward this information to the Event Calendar Editor, who will review the information for inclusion in the calendar.

After clicking **SUBMIT SURVEY**, you will be returned to the start of this form where you may enter or update another event if you choose. Thanks for submitting information for the Durham Community Event Calendar.

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After clicking "Submit Survey," you will be returned to the start of the form where you may enter or update another event if you choose.

