

# WCR Event Communications Form

## Required Communication Launch By Date \*



Month Day Year

## Primary WCR Contact (Chairperson) \*

First Name Last Name

## Phone Number \*

Area Code Phone Number

## Email \*

example@example.com

## Event Name \*

## Is this save the date only? \*

Yes

No

## Event Date \*



Month Day Year

## Registration Time

Until

Hour Minutes

Hour Minutes

**Program Time \***

Hour Minutes      Until      Hour Minutes

**Social / Meal Times**

Hour Minutes      Until      Hour Minutes

**Event Location \***

Street Address

Street Address Line 2

City      State / Province

Postal / Zip Code

**Details about Event (theme, what it includes, and other important info) \***

**Register by Date \***

Month Day Year 

**Event Reply to \***

wcroc@gmail.com

## Sponsors (if any)

## Should Sponsor logos be included on marketing flyer?

Yes

No

## Event Cost \*

Member

Non-Member

Other

## Acceptable forms of payment \*

Check

Credit Card

Free Event

## Print Ticket Online?

Yes

No

## Mobile Ticket?

Yes

No

**Promote on Social Media (Facebook, Instagram, Twitter, LinkedIn)? \***

Yes

No

**Send Text Communication? \***

Yes

No

**Send Reminder Communication? (Reminder, you've signed up for this event...)**

Yes

No

**Send email Correspondence to \***

WCR REALTOR® Members

WCR Affiliate Members

GRAR

All

**Additional notes or important information**

**Who can attend?**

WCR REALTOR members

WCR Strategic Partners

Guests

**Is this event in support of a charity? Should attendees bring something to make a donation?**

