

City of West Hollywood
ONE CITY ONE PRIDE 2013 LGBT ARTS FESTIVAL
MEDIA ADVISORY / EVENT LISTING FORM



Your destination for LGBT arts, culture & entertainment

The City of West Hollywood is interested in assisting you with the promotion of your Pride Month arts and cultural event/program. If you have an art and LGBT related event / program occurring either within or just outside the boundaries of West Hollywood during late May or June 2013, we would like to include your program as part of our One City One Pride LGBT Arts Festival outreach.

The information you provide will be shared for inclusion in a variety of online and print publications, press-releases and/or printed advertisements. Therefore please:

- Complete the form by typing in the blank space provided to the right of each category. **Do not submit a press release in lieu of this form.**
- Save document as a Word document (not a PDF) under the Title of the event, program, concert, etc.
- **Deadlines** - E-mail the completed form as a Word document to mche@weho.org prior to the following deadlines for consideration to be included in the following ways:
 - **January 19, 2013** - Event name and/or images included in a viral video trailer to distributed online, and broadcast on Videotron billboards and on local cable stations (in addition to the completed event form and still images, you may also send short video clips via dropbox to mche@weho.org)
 - **March 15, 2013** - Listing in printed One City One Pride collateral to be distributed as posters and postcards throughout West Hollywood/Los Angeles; magazine advertisements; and/or mentions in early press-releases and articles
 - **May 1, 2013** - Listing in festival kickoff presentation/materials
 - **May 15, 2013** - Listing in online and print publications including but not limited to www.weho.org/pride, WehoTV, printed City Calendar, West Hollywood Arts Briefs newsletter, twitter and www.facebook.com/artbeatwesthollywood
 - Inclusion in any of the above is solely up to the discretion of One City One Pride staff and is based upon space, relevancy and other criteria. You need not submit for each deadline, just once for the entire festival. Early submission is highly encouraged.
- If we include your event to be promoted as a One City One Pride event we ask that you include the One City One Pride logo (image above) on your webpage, and a link that reads: 'For more One City One Pride events please visit www.weho.org/pride'.

Organization, Producer or Curator:	
Contact Person:	
Address:	
Telephone:	
E-mail:	

WHAT:	
WHO:	
WHERE:	
DATE(S):	
TIME(S):	
TICKET & COST INFORMATION <i>(include contact info for buying tickets):</i>	
EVENT WEBSITE:	
FACEBOOK PAGE:	
PARKING INFORMATION:	
DESCRIPTION:	
ADDITIONAL DETAILS:	
IMAGE(S): <i>Please insert one to three images that best depict your event/program</i>	
INTERVIEW AVAILABILITY: <i>If you or another person involved in your program is open to having press contact you for interviews, please put the name, link to online bio, role (producer, artist, etc) and best contact info here.</i>	Open to: Phone only ___ In-Person ___ Video ___ Willing to be a featured artist profile ___

By submitting this form you are authorizing the City to use your information and images in any way seen fit, and certifying that you have the rights to authorize such use.