



# Events Listing Form

**Business Name:** \_\_\_\_\_

**Contact Person Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Instructions:** Complete all information below and send form to: Pam Devereux, Lawrenceville Corporation, 5170 Butler Street, Pittsburgh, PA 15201 or FAX: 412-782-5422.

**Note:** We can only publish information about events that are open to the general public. "Invitation Only" events cannot be published. For questions, contact Pam Devereux at [pdevereux@stargate.net](mailto:pdevereux@stargate.net) or 412-681-6200 x 106.

**Event Name:** \_\_\_\_\_

**Event Location:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

**Start Time:** \_\_\_\_\_ **End Time:** \_\_\_\_\_

**Sponsored by or In Cooperation With:** \_\_\_\_\_

**Cost:** \_\_\_\_\_

**Are photos available to illustrate this event listing?** \_\_\_\_\_

**Photo format:**  Prints  Slides/Transparencies  Electronic Images (GIF, JPEG, PDF, etc.)

**Event Description/Details:** (50 words or less—subject to editing—you may attach pages with information):

**Tip!** Include as much detail as possible about what makes your event unique. If hosting an art exhibit, include an "artist's statement" if available or describe the types/mediums of works on display. If hosting a music event, describe the type of music that will be performed. If this event is suitable for the whole family, let your reader know. If this event is of interest to a particular audience, such as a group of professionals or hobbyists, please specify.

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