



## **Listing Hints**

### **Keywords**

Keywords are used to help quickly find events in an area of interest. If your event is a soccer game in Wee Waa for example, you would probably enter - Wee Waa Soccer Sport Game. The level of listing you have signed up to determines the number of keywords you can use. Just put a space between each of your keywords – do not put a comma! Refer to our rate card for the current limits for each level

### **Town**

We help you maximise your exposure....Every event that's on is listed under a town area – it's simple, you enter the town where the event is, and the event will show up on a search in the larger town (where applicable) nearest your location.

### **Categories**

Not enough space? Consider upgrading your listing to maximise our marketing tools.

### **Description**

Remember, don't enter the time, venue or cost.. Save your words and enter these below. Still not enough space? Consider upgrading your listing for maximum exposure.

### **Photo**

The first photo you submit will be used on all promotions where your photo will be displayed – the Home Page or E-Invite. Any additional photos will be displayed on your events separate listing page. If you have selected Platinum you could, for example, use the first photo to promote your event and the next 3 as the logos of your major sponsors.

### **Payment Options**

Remember, your event will go live once payment has been cleared. To increase your exposure and time on the website and subscription emails, pay by direct deposit or paypal now!