

EVENT SUBMISSION



Utopian Marketplace

8832 Water St
Montague, MI 49437
Store: 231.894.9530

Contact: Renée Randall, Proprietor
Email: service@utopianmarketplace.com

FAX COMPLETED FORM TO: 231.894.9540

**DEADLINE: Must be submitted to
Renée by the 8th of the month
PRIOR to event month. No grace period.**

Event Title _____

Day and Date _____

Facilitator _____

Phone Number _____

Cost _____

Description _____

Class Size Limit _____

Registration Deadline _____

Supplies Needed _____

Fee if applicable _____ PAID _____

INTERNAL USE ONLY

Stock Ordered _____/_____	Sign up Sheet _____/_____
Nat Awak Calendar of Events _____/_____	VP Marketing Flyer/Poster _____/_____
Nat Awak News Brief _____/_____	VP Marketing Postcard _____/_____
UMP Calendar PDF _____/_____	White Lake Website _____/_____
UMP Website Calendar _____/_____	Newspaper AD _____/_____
UMP Website Store Event _____/_____	Community Postering _____/_____
Post PDF on Website _____/_____	Other _____/_____
UMP Community Bulletin Board _____/_____	NOTES: