



Events

What are Events?

Members of the MCCVB can submit events for approval to be listed on their business listing detail page, as well as on the main Events Calendar on www.SeeMonterey.com. This section is for members to list special events they are hosting, some restrictions apply (do not post events that reoccur daily). The MCCVB will review and approve your submission for posting.

How to Submit an Event

Visit <http://www.seemonterey.com/members/submit-an-event/> to get started on entering your Event Information. All fields in red font are required to submit, including the Event Title, Event Category and Event Start Date. Click on tabs to specify how often the event will reoccur (daily, weekly, monthly, etc.). Once the recurrence option is selected, set the days the event happens and range of recurrence.

Event Recurrence

One Day
Daily
Weekly
Monthly
Yearly

Weekly Recurrence Options

Every week(s) on:

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Recurrence Range

No End Date

End After

End on

Occurrences



Give your event a brief description and specify what time(s) the event occurs. Select where the event will be held. You can either chose from a list of member venues or manually enter the event's location.

Event Description

Image must be in either a 'jpg' or 'gif' format and be less than 210px Wide and 130px High

Description:

Event Times:

Select a Venue:

Other Venue:

Street Address:

City:

State:

Zip:

Event Admission:

Contact:

Include contact information regarding the event and a direct link to the event's website.

Contact:

Phone:

Email:

External Link:



Upload an image to display on the Event detail page. Click “Browse” to choose an image from your computer (Images must be 210px wide x 130px high).

Event Picture:

Note Monterey County Convention & Visitors reserves the right to reject, modify and reuse all submitted images.

To finalize your event for submission please enter your contact information and enter the characters in the multi-colored box, then click Submit Event.

Your Information


(for internal use only)

Name:

Phone:

Email:

Comments:



Please enter the 4 character string shown in the box above:

When will my Event appear on www.SeeMonterey.com?

Please allow 1-2 business days for event approval. Once the event is approved it will go live at <http://www.seemonterey.com/events> and your member listing detail page.

For assistance and questions please contact Allyson Thommen, Marketing Coordinator, at 831-657-6404 or Allyson@seemonterey.com.