

# COMMUNITY NON-PROFIT EVENT SUBMISSION TO IRCC TERMS AND CONDITIONS

## 1. EVENT SUBMISSION FORM

- Representatives of the non-profit event should submit the community event form on the IRCC Florida website.
- All forms should be submitted online. Forms are available on the IRCC website on the Registration Forms page. Upon online form submission, a confirmation email will be sent to the email address provided in the form. The form must be completed with all information including the contact name, event name, date, timings, and venue. An event flyer must be uploaded on the form by clicking the button provided.

## 2. REVIEW AND APPROVAL OF ENTRY

• The IRCC Board will review all submissions and approve or deny the submission. Publishing the entry on our community events calendar will be at the complete discretion of the IRCC Board. The IRCC Board will have exclusive authority to determine whether or not to publish a community event on the IRCC website, and whether to email information about a community event to its members.

### 3. CHANGES IN RULES

• The IRCC Board reserves the right to change any of these rules or requirements at any time.

### 4. RECIPROCAL

• The IRCC Board expects and hopes for your organization's co-operation and reciprocity to promote IRCC events and email information about IRCC events to your distribution lists.

By submitting the community events submission form, the submitter agrees to all the above rules.