Information needed to be featured in the UPCOMING EVENTS page on the Fine Arts Website

1. An Image promoting the event IN JPEG FORM!
2. A Blurb about the event. I should be able to copy and past this. It should Include the following:
	1. Time of the event
	2. Location of the event
	3. Price of the event
	4. Director of the event
	5. Type of event
	6. Contact information for more info about event
	7. General idea about the content of event
	8. This should be contained in one short paragraph or outline
3. SEND DIRECTLY TO SHANE STEWART at sstewart12@ebrschools. The subject headline should be UPCOMING EVENTS followed by the name of your event.
4. For anything included in the NEWS section on the main page, the blurb can be longer and more images of the event can be included.

Thank you for your cooperation

Shane Stewart, Fine Arts Webmaster