

If you would like your event listed on the Allentown Events Calendar, please submit all information below with plenty of lead-time. The longer your event is listed, the more time people will have to plan to attend. We also need time to add your event to the calendar. If you would like your event listed in the "It's Happening in Allentown" weekly e-mail, the information must be submitted at least two weeks prior to the event. We may be able to include with less notice, however that cannot be guaranteed.

- Event Name
- Location (including address)
- Date
- Start and End Time
- Price if applicable
- Description

Please note:

1. If you would like to include a flyer: JPG is the preferred format. Please do not send PDFs. They are not compatible with our calendar.
2. If it is a recurring event please share the relevant information.
3. Including your website and other contact information within your description is highly recommended.
4. If your event is an exhibition, please include the hours that your gallery/venue is open.

E-mail this information to Bryne Heffner at [bryne.heffner@allentownpa.gov](mailto:bryne.heffner@allentownpa.gov) or 610-437-7530. We are so glad you are hosting an event in Allentown. Events add to the vibrancy of our city!