

# Marketing your event in Murray

Community events play a vital role in enriching life in the Murray region. The Shire of Murray is committed to supporting these events wherever possible. Here's a quick guide to help you promote your event in our community.


## Shire of Murray Website

The Shire of Murray website has an events calendar which allows you to submit your event for promotion.

Here are the quick steps to do so:

1. Visit the Shire of Murray website – [www.murray.wa.gov.au](http://www.murray.wa.gov.au)
2. On the main menu, visit Community and Services > Events
3. There is a link at the top of the page that allows you to submit your event:

### What's on

 If you would like to submit and include an event on the calendar, [please click here](#).


4. Click this link and complete the form with your event details.

Section one includes the basic Event Details:

If you would like an event added to our calendar, please fill in the form below.


Event Details


Title: \*




Enter the name of the event.


Start Date:





End Date:






Add Date

Selected Dates: \*

No Dates Selected.

Time:




Enter the time of the event.

Cost:

\$


Enter the cost of the event.

Location:



Select the location.

Venue:



Select the venue.

Type: 1

☐ General

☐ Edenvale Event

Category: 1

☐ General

☐ Library

☐ Sports

☐ Youth

☐ Edenvale Heritage Precinct

☐ Seniors

☐ Family

☐ Council

☐ Murray Sports Fusion Festival

Audience: 1

☐ All Ages

☐ 0-2 yrs

☐ 2-5 yrs

☐ 0-12 yrs

☐ 8-12 yrs

☐ 10-17 yrs



☐ 13-18 yrs


☐ 12 - 25 yrs


☐ 18-55 yrs


☐ 55 and over


5. Section two includes your organisation's details.


 Event Organiser Details 


**Name:**  
 Enter the contact for the event.

**Phone:**  
 Enter the event organiser's phone number.


**Email:**  
 Enter the event organiser's email address.

**Organisation:**  
 Enter the organisation responsible for the event.


**Position:**  
 Enter the event organiser's position.

**Website:**  
 Enter the website address for the event.

6. Section three is for an event summary and description.

 Event Details

**Summary:**  
Enter the event summary.

**Details:**   
Enter the event details.

The 'Summary' should be approximately 10-20 words about your event. It will show up on the calendar here:



## Mindful Makers

For mindfulness, relaxation, building friendships and making connections in a warm and welcoming environment.

📅 1 July 2025

🕒 1:00pm - 3:00pm

📍 Murray Library, 1915 Pinjarra Road, Pinjarra

💰 Free

[Read More](#)

The 'Details' section should include 20 – 100 words about your event with any additional information that you would like the community to know about your event.

# Mindful Makers

 **Tuesday 1st July 2025**

*(Multiple Dates Between Tuesday 1st July 2025 & Tuesday 26th August 2025)*

For mindfulness, relaxation, building friendships and making connections in a warm and welcoming environment.

Bring your own library-friendly craft or use provided supplies.  
No need to book - just turn up on the day!

This will show up on the event page here.



7. You will then be asked to upload at least one image for your event. If you would like us to use a stock image – please feel free to skip this part.

## Image 1:

No file chosen


## Image 2:















No file chosen

## Image 3:

No file chosen

You can then select the tags relevant to your event. Please select all that apply to your venue.

 Tags

<input type="checkbox"/>  Accessible toilets	<input type="checkbox"/>  Accessible venue	<input type="checkbox"/>  ACROD parking
<input type="checkbox"/>  Car charging station	<input type="checkbox"/>  Change rooms	<input type="checkbox"/>  Drink and food sales
<input type="checkbox"/>  Drinking water available	<input type="checkbox"/>  EFTPOS	<input type="checkbox"/>  Hearing loop
<input type="checkbox"/>  Parking	<input type="checkbox"/>  Pets allowed	<input type="checkbox"/>  Quiet zone
<input type="checkbox"/>  Shuttle bus	<input type="checkbox"/>  Toilets	

8. Lastly, click the 'Submit Event' button. This will send the information you have uploaded to our team for review, before it will be published onto the website.

## Other quick tips:

There are a number of other local promotion options for your events as well. You can submit your events to:

Coast FM - [Add Event - 97.3 Coast FM](#)

The Wave - [Add Event - 91.7 The Wave](#)