## Smith County Events Submission and Posting Policy

Submission of a proposed event mandates and constitutes agreement and compliance with the following terms and conditions:

Submission of an event does not guarantee that it will be posted and the posting process may take two to three business days, so early submission of an event is encouraged. Events must be submitted at least 72 hours in advance of the event's start date and time to be considered. Submissions later than 72 hours have no guarantee they will be posted.

Smith County reserves the right to modify, reject or remove any event.

The posting of events to the Smith County website is free and all events are generally open to the public. Events should take place within Smith County or have significant public benefit to the region.

The Posting of an event to the Smith County web site does not, in any way, constitute an endorsement of any group or individual, or their policies and activities. Events should be of non-profitable nature and provide benefit to the citizens of Smith County. Allowable events include those relevant to appropriate charitable initiates (e.g., United Way, Stewart Blood Center, etc.). Events of a political campaign (other than authorized press conferences or free speech) or otherwise inappropriate matters are not allowed.

A form is provided on the web site for all submissions. With the exception of some optional items, all fields must be completed. Accuracy of the event information is the responsibility of the submitter and will not be verified by Smith County prior to posting. No events will be accepted by mail, phone, fax, email, or any other medium except the form posted on the web site. Submitters will receive notice by email on the status of the submission once the item had been reviewed.

Joel Baker, Smith County Judge

Jeff Warr

Commissioner, Pct. 1

Cary Nix

Commissioner, Pct. 2

Terry Phillips

Commissioner, Pct. 3

SoAnn Hampton

Commissioner, Pct. 4