



City of Delano
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Delano Community Calendar Policy

The Delano Community Calendar allows business owners, community groups, schools and religious organizations, non-profit organizations and the City of Delano to post events in a common location that is viewed by the general public to advertise community wide events.

Acceptable Events. The Calendar is limited to announcements and notices intended to inform residents about upcoming community events. "Community Events" means any charitable, educational, cultural, religious or recreational event taking place within the City of Delano.

Events NOT allowed within the policy include but not limited to: regular business operations (i.e. sales, specials and business hours), private events such as family reunions and birthday parties, garage sale advertisements.

Posting Procedure. Persons who would like to submit an event can do so online: <http://bit.ly/CCSubmit>. Event submissions require the following information:

- The name of the group, organization, business or person sponsoring the event.
- A concise description of the event including admission fees or costs, who is invited, etc.
- Date and time of the event
- Location

Persons submitting events to be listed within the Delano Community Calendar shall be clearly identified by submitting their name, email address and phone number. Anonymous posting of events shall not be allowed.

Messages will be rejected and not posted that include:

- Profane language or content;
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation;
- Sexual content or links to sexual content;
- Solicitations of commerce;
- Political Events;
- Conduct or encouragement of illegal activity;
- Information that may tend to compromise the safety or security of the public or public systems
- Contact that violates a legal ownership interest of any other party

Moderation. All event postings shall be moderated by a City-authorized calendar moderator, who reviews and approves all event submission. Items submitted for consideration to be posted on the

Community Calendar will be reviewed during normal business hours. Items submitted after business hours will not be reviewed or posted until the following business day.

Disclaimer. The Delano Community Calendar is provided as a community service to Delano citizens and community organizations. Though the calendar is moderated for posting acceptable events, the City of Delano does not endorse or verify the information; nor does it control or review the content or operation of the websites referenced in event postings. In addition, the City of Delano does not guarantee the authenticity, accuracy, appropriateness or security of the link, website or content linked thereto.

The City of Delano reserves the right to reject any calendar entry which does not comply with this policy. Users of this calendar hereby acknowledge that the City of Delano cannot be held responsible for incorrect or incomplete calendar information, regardless of origin, or for any negative consequences arising from any reliance on such incorrect or incomplete information.