

## How to Upload Events to the Dubbo Website

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1. Open the Dubbo website ([www.dubbo.com.au](http://www.dubbo.com.au))
2. Select the Events Tab at the top of the screen.
3. On the top right hand side of the screen select “Add Your Event”. This will then take you to a log in page.
4. To become a member, fill out the necessary details and submit via the form at the bottom of the page. If you are already a member of this site you can login using your details.
5. You will receive an email supplying you with your log in details.
6. Once you log in on the website you will see a page where you can list your event details and submit.

### NEED HELP?

Email [citypromotions@dubbo.nsw.gov.au](mailto:citypromotions@dubbo.nsw.gov.au) or phone the City Promotions and Events Team on 6801 4128.