

Hudsonville Events Calendar Guidelines

Purpose

The Hudsonville Events Calendar is a beneficial tool available to Hudsonville Area Chamber of Commerce members. It's a great way to advertise your organization's events and happenings to residents of Hudsonville and surrounding areas.

Calendar postings are designed to announce one-time or special events or programs, not regularly scheduled activities (i.e., church services, exercise classes, restaurant specials, etc.).

Guidelines

- Must include a title, date, time, location, description, square photo, and contact information.
- The event has an affiliation to the local area of Hudsonville.
- The event host or organizer is a member of the Hudsonville Area Chamber of Commerce.
- All entries should be submitted no less than 5 business days prior to the date of the event to allow time for review and ensure posting to the Events Calendar.
- Exceptions to these guidelines may be made at the discretion of the Hudsonville Chamber.

How to Add an Event

- Go to www.hudsonvilleevents.com and scroll down to the calendar.
- Click the "+" sign at the top right corner of the calendar.
- Fill out the event information according to the guidelines above. Please note that square images work this best on this platform.
- Once completed, click the blue "next" button at the top right of the form (may need to scroll up).

Calendar Review and Publishing

- All submitted events are sent to the Hudsonville Chamber's staff for approval prior to being published on the online Events Calendar.
- We will do our best to post submitted events within 2-3 business days.
- The Hudsonville Chamber reserves the right to decline event submissions.
- The Hudsonville Chamber reserves the right to edit event information for length, spelling, language, and clarity.
- If the event does not meet the requirements and we are unable to contact the submission owner, the event may be removed from the calendar.

Need to update an event?

If an event needs to be modified, please contact Brynne Obbink at bobbink@hudsonville.org.

Interested in a Chamber Membership?

Contact Lindsey Hicks at lhicks@hudsonville.org to engage with the Hudsonville Chamber.