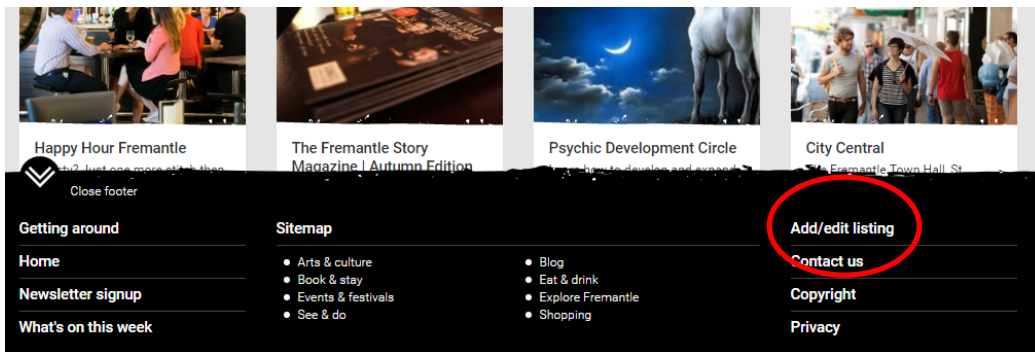


Adding an event to Fremantle story

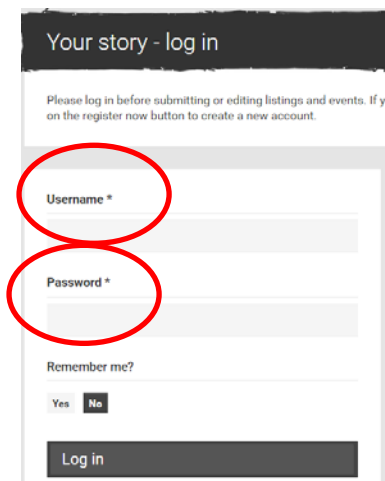
Minimum browser requirements: Firefox, Chrome, Safari and Internet Explorer 9 and higher

To add an event listing you will need to be registered as a user on Fremantle story.

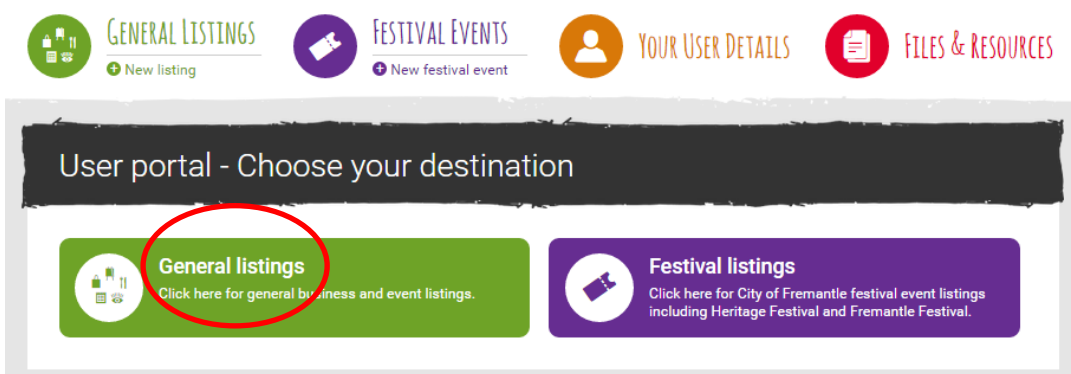
1. Go to www.fremantlestory.com.au
2. Click add/edit listing (in the footer, bottom right of the homepage)



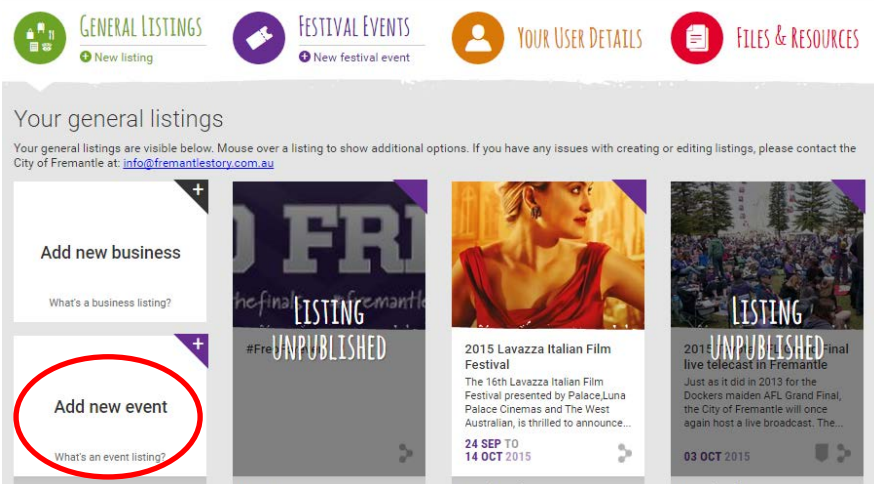
3. Log in using your user name and password



4. Click the green box for general listings



5. Click the 'add new event'



6. You will now be guided through the process of adding your event
7. *You must complete all fields on a page or you will be unable to move to the next page. If a mandatory field has not been filled out, the field will highlight in red to show what's missing
8. Once you have completed all the necessary fields you can go back through each page and check your content. When you are happy with your content, go to the end page and click submit my new listing.
9. You will receive an email confirmation of the submission

Your listing will be sent to the Place Marketing team for review and will either be published to the site or you will be notified of further information required. Please allow up to 48 hours (not including weekends). During busy periods this may take longer e.g Festival periods, Christmas