

**INDIANA ARCHAEOLOGY MONTH
INFORMATION NEEDED FROM EVENT HOSTS**

**ARCHAEOLOGY OUTREACH COORDINATOR
DIVISION OF HISTORIC PRESERVATION
AND ARCHAEOLOGY**
402 W. Washington Street, Room W274
Indianapolis, IN 46204
Fax number: (317) 232-0693

Please mail this form to the address above or email it to DHPAConnect@dnr.IN.gov.

Thank you for hosting an event(s) during September, Indiana Archaeology Month. For the information regarding your event(s) to be included in the official Calendar of Events, and the many levels of publicity, please provide the following:

EVENT DETAILS

Date of Event: Month: _____ Day: _____
Time of Event: Start: _____ End: _____
(please indicate ET or CT)
Title of Event: _____

3-5 sentence description of the event:

Any entrance fees or cost: YES NO Cost: \$ _____
Name of event location: _____
Full address of event location: _____
_____, _____
Sponsor or Host Organization: _____
URL for event or organization: _____
If virtual event, link to event: _____
Recommended tags
for social media: _____

CONTACT INFORMATION (of person filling out this form)

Name: _____
Telephone and/or Email: _____

CONTACT INFORMATION FOR THE PUBLIC For public questions regarding the event (if different than person filling out form)

Name: _____
Telephone and Email: _____

PLEASE SEND A PHOTO or two for use on our Events Calendar page. Any event without a photo from the sponsoring organization or with an unusable photo will include a generic archaeology photo. Unusable photos include those with people (unless photo releases are included for each person), files larger than 10 MB, photos with non-relevant themes, photos with inappropriate material, an organization's logos, or other photos deemed unusable by the DHPA.

Thank you for providing your information. We look forward to September and thank you for participating in this statewide celebration of archaeology. Please visit our webpage for additional information regarding hosting events for Indiana Archaeology Month: on.IN.gov/archaeologymonth. We will also keep in touch by future emails to provide you with additional information.