Events in Labin





INTRODUCTION

My name is Mélissa, I'm a volunteer for the association Alfa Albona and I come from France. For my personal project, I decided to create a booklet about examples of future events in Labin. I wanted to make this project because I'm a student in event and communication.

Due to the Covid pandemic, it's a bit complicated to plan some events and set a date. However, you can use this booklet for your future events, to inspire you and give you some ideas. You will find different types of events with some posters for each event and also some tips and tricks about the organization and the promotion of an event.



This type of event is aimed at all charitable organizations - institutes, NGOs, associations, foundations, etc. - and concerns any charitable event, whether sporting, the general public, cultural or artistic.

DIFFERENT TYPES OF EVENTS

CARITATIVE EVENT

Charity events are an essential support in the optimization of major fundraising campaigns, donation collection campaigns, and public awareness campaigns.





SOCIAL EVENT

A social event is an event characteristic of persons forming groups. A social event involving a public performance or entertainment.

CULTURAL EVENT

Events that relate to a specific culture; events that are representative of a culture (may be related to music, art, or other similar things).



EXAMPLES OF EVENTS

"Let's run together"

The objective of this event is to raise awareness to inform women in detail to care for their health and encourage them to get tested. The event takes part in the annual breast cancer prevention campaign "Pink October Project".

This is first of all a solidarity event because it's a run and walks in support of the Cancer research because 1 € per registration is donated to the association.





There is also a walk for people who don't like sport or can not participate because of some issue. Hikers who want to participate also need to donate 1 €.

It's an ecological event, to adopt an eco-attitude and reduce waste; hikers and runners can bring their own reusable cup/ bottle.

LET'S RUN

TOGETHER

2 OCT 2 2021 PM







"GIVE TO SOMEONE"



For some, Christmas can be a time of isolation and sadness. My goal is to ensure that people in need receive a gift next Christmas.

You can help by donating a shoebox filled with items such as:

- Toiletries: Toothbrush, toothpaste, shower gel, shampoo, deodorant...

- Clothing: hats, scarves, gloves, socks, belts ...
- Food: Packet soups, chocolate,
 biscuits, drink sachets, conserve

You can include a Christmas card and decorate the box, please make sure the box can be opened to enable us to add donated items.

GIVE TO SOMEONE





CHRISTMAS SOLIDARITY BOX

10 DEC 2021





Young and old, locals and tourists alike enjoy these festive evenings in the open air where the pleasure of listening to music is combined with the conviviality of sharing an aperitif.

Free entrance and guaranteed atmosphere!

" LET'S DANCE "

The principle of this meeting is simple: the public brings its own picnic, tables and chairs are provided and music is played.

Those who have not brought their own food can find something to eat thanks to a refreshment bar and catering facilities provided onsite.

It is also an opportunity to spend an evening with friends or to get to know neighbors you only know by sight.

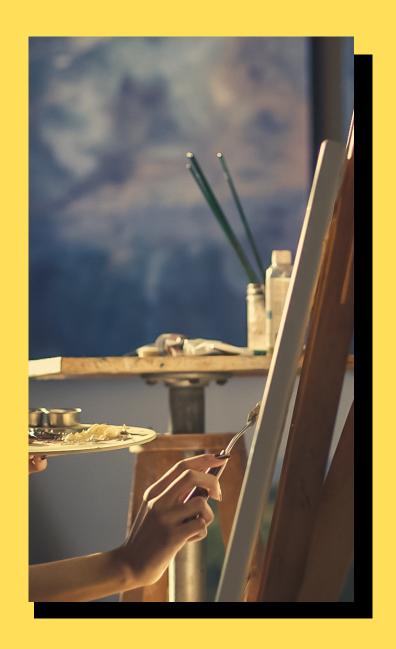




SEPT 25 2021

ENJOY A NIGHT OF GOOD MUSIC

DUBROVA PARK • 8PM LABIN



Exhibition of painting, photography, and sculpture by citizens of Labin.

This event is open for all visitors; whether they are passionate about art or not, families ...

"LABIN AMATEUR ART"

The objective of this event is to create a dynamic around the passions and skills of each person.

It is also a great opportunity for meetings and exchanges between the inhabitants of Labin on the theme of art.

People can participate and show their work to this exhibition if they are amateur artists living in Labin.

It's totally free for participants and also for visitors.





EXHIBITION LABIN AMATEUR ART

13 NOVEMBER 2021 | 4 PM GRAD LABIN OPĆINA



TIPS & TRICKS

How to organize a good event?



WHAT YOU NEED

- Money: It's necessary to elaborate a budget before the event, it needs to be higher in case of issues.
- Participants: It is essential to adapt the event to its audience. It can be for private individuals or professionals.
- Date: The choice of the date is important since it is necessary to take into account weather, school holidays, public holidays, news ...
- Venue: it is important to find a good venue in line with the topic of the event.
- Equipment: you need to know what equipment you will need for your event (table, chairs, projector...)

- 1 Think about the purpose of your event
- 2 Set an event budget
- 3 Decide on the date and venue
- 4 Consider the content of your event
- 5 Talk to suppliers and speakers

- 6 Approch sponsors with a proposal
- 7 Promote the event
- 8 Come up with a contingency plan
- 9 Enjoy the event
- (10) Evaluate the event



BEFORE THE EVENT

- Be covered for all eventualities: by conducting a risk assessment and drawing up a health and safety plan to protect suppliers and attendees from any potential problems and make sure you have the right event insurance in place.
- Send reminders in the days before the event: it's essential to take the time to check in with everyone. And we mean everyone. Email attendees with instructions on how to find the venue, checkin with suppliers to confirm timings, ask speakers if they have any special requests. Having these kinds of conversations in advance could save you valuable time on the day.
- Remember all those extras: Take a minute to look over your event schedule and think about whether there's anything you might have overlooked. Signs pointing the way to the venue, rubbish bags and bins dotted around the site, a copy of the attendee list.



AFTER THE EVENT

- Share on social media: Posting your pictures and reposting messages from attendees might just convince people that they should participate in your next event.
- Say thank you: to the suppliers, speakers, and staff. Check-in with everyone to show your appreciation. It will help strengthen relationships should your paths cross again in the future.
- Ask for feedback: And while you are at it, ask for their feedback.
 Everyone will come to an event with a different set of expectations, so find out if those were met and what could be done differently in the future to make sure everyone is happy.

How to promote an event?



COMMUNICATION TOOLS

- Social media
- Article in a newspapper
- Creation of a website
- Radio
- Promotional video
- Realization of poster



Just like planning your event, it's never too early to start promoting your event. Once you have the date and venue locked in, it's time to start spreading the word.

From coming up with a hashtag for your event to paying for adverts on platforms such as Facebook, Instagram, and LinkedIn, social media will probably form a big part of your marketing activities. Other to consider include options newspaper or magazine adverts, promotional videos, or developing SEO (search engine optimization) strategy to help your website and blog posts rank higher in Google results.

Thank you for reading

I hope that all this information will help you.

Now with all of these ideas and tips you can organize the event that you like and that suits you.

CONTACT



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