# Co-hosting Facebook Events

**Definition**: on Facebook, co-hosting simply means that an Event page appears attached to the Facebook pages of each of the co-hosts who accept the requesst to co-host.  (A co-host can Decline or simply ignore the request.)  There is no investment of time or effort in Facebook co-hosting.  But note: Anyone who is a co-host can modify the event which could make it easier to keep up-to-date.
Also note, an Event page can be created for something that is not a program but literally an event.  Example: https://www.facebook.com/events/1604482092941049/

**Alternatives**: Anyone can share an Event page to another Facebook page or group without co-hosting.  Or a Facebook page admin or group member can make a post about an event with a link to that Event page.

**A local League Facebook Admin should consider making co-hosting requests if:**

1. You'd like to show the state and other local Leagues what your League is doing. You'd like to help the public appreciate the variety of Virginia League activities and locations.  Please ask LWV-VA to co-host.  *This is strongly encouraged!*

2.  Your local League's event involves representative(s) from LWV-VA, LWVUS, or representatives of organizations that are LWV-VA coalition partners, or it speaks to a LWV-VA priority.  LWV-VA should be a co-host.  Example:
https://www.facebook.com/events/475962812906275/

3. Your local event has the potential to attract neighboring League members. You can share your event with an adjacent local League Facebook page, either as a post or as a co-hosted event.

4. If your local League is the site for a LWV-VA event, you can create the Facebook event page for it and make LWV-VA co-host.  If you would prefer the LWV-VA Facebook Admin do it, just email facebookcoord@lwv-va.org or leave a private message on the LWV-VA Facebook page.  Example:
https://www.facebook.com/events/2059559920742598/

Remember: Files can be added to Facebook groups, but not to Facebook pages.  If you want to post a flyer, it needs to be in an image format like jpg or png, not pdf or pub!  Don't expect a Facebook Admin to rewrite an announcement from an unpostable flyer.

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