

FOR THE ATTENTION OF GROUP CONVENORS

OPEN MORNING - Thursday 17th October 2019 from 10.00am – 12.30pm

INFORMATION REQUIRED FROM GROUP CONVENORS

- Many groups with similar aims have co-operated in the past, this has a number of benefits, for example – more people to run a rota; no doubling up of display effort; sharing enquirers so that they get the 'best fit'; etc.
- The job of arranging the best layout of tables and putting together a plan takes a few days so please can groups inform of their requirements by **completing this form** and returning it by **FRIDAY 11th OCTOBER**. Latecomers will be fitted in if at all possible, but just turning up on the morning is a definite no-no!
- You can download this form to your computer, fill-in the boxes, save it and email it to the Groups Organiser - groups@u3ainbath.org.uk - or print and post it to 93 Englishcombe Lane BA2 2EH

Name of Group	<input type="text"/>
Will you be attending?	<input type="text"/>
Do you require your own table, or will you share, if so with whom?	<input type="text"/>
Do you need an extra table? Or extra chairs? (2 provided)	<input type="text"/> <input type="text"/>
Do you want to be near an electricity point?	<input type="text"/>
Do you want a table by a wall?	<input type="text"/>
Please note , equipment which uses mains electricity will have to be PAT tested on the morning, do you require PAT testing?	<input type="text"/>
Name of lead person and contact email or phone number	<input type="text"/>