

Date:

Event Details Form

I hereby provide details of the upcoming event as follows.

1. Name of event:

2. Name of organisation holding event:

3. Name of any other organisations involved in holding or supporting the event:

4. Purpose of the event:

5. Date(s) and location of the event:

6. Time period you wish to use the name of the Consulate-General:

7. Is the event a new or continued one? New / Continued (please circle)

If the event is a continued one and the Consulate-General endorsed the previous one, please provide the previous reference number:

8. Is there an entrance fee for the event: Yes / No (please circle)

If there is an entrance fee please enter the price and the number of people expected to attend in the Income and Expenditure Budget Sheet.

9. Past Activities - please attach documentation that details activities carried out by the organisation in the past.

10. Contact details for the organisation holding the event: