

EVENTS APPLICATION FORM

Organiser Name	
Address	
Postcode	
Email	
Phone	

Title of Event	
Dates of Event	
Club or Organisation	
Describe the Purpose of the Course/Event	
Publicity	<p>Halsway Manor Society agrees to include this event in our events brochure and on our website.</p> <p>The course leader is responsible for publicising this event and agrees to provide the following marketing / publicity for this event:</p> <ul style="list-style-type: none"> • Provide accurate information for the Halsway Manor website and events brochure – <i>please complete details below</i> • Provide photographic images and, where relevant, musical recordings (for example: MP3s for inclusion on our website) and /or links to your website • Halsway Manor Society reserves the right to change descriptive text to improve understanding and not use images or recordings that do not meet minimum standards in terms of technical and artistic quality • Use Halsway Manor’s current logo in any publicity materials you produce and use the following wording – Halsway Manor. National Centre for Folk Arts. Halsway Lane, near Crowcombe, Somerset TA4 4BD. 01984 618274. www.halswaymanor.org.uk
Please complete the following for use on the Halsway Manor website and events brochure:	
Event Description	
Who’s it For? eg. experience level. Is this only for members of your group?	
About the Team eg. info about the course leader, musicians etc.	
Contact Details for Publication eg. email address, phone no, website.	