



Please fill in the form below to submit your events details and send it as per details overleaf.



**Event Details**

Venue:	
Title:	
Organisation:	
Description: (Please keep words to a minimum)	

Dates:	From:		Website:	www.
	To:		Cost:	£
Times:	From:	am/pm		
	To:	am/pm		

**Venue Details (please complete as much as possible)**

Address:			
Postcode:			
Telephone No:		Fax No:	
Email:			

<b>Venue Facilities</b>	
Toilets <input type="checkbox"/>	Parking <input type="checkbox"/>
Licenced <input type="checkbox"/>	Eating Area <input type="checkbox"/>
Creche <input type="checkbox"/>	Audio Visual <input type="checkbox"/>
<b>Accessibility</b>	
Wheelchair Access <input type="checkbox"/>	Hearing Loop <input type="checkbox"/>
Accessible Toilets <input type="checkbox"/>	Disabled Parking <input type="checkbox"/>
Signing <input type="checkbox"/>	Lift <input type="checkbox"/>

**Your Contact Details:**

Name			
E-mail contact:			
Phone no:		Fax no:	

**Please send completed form by e-mail, post or fax to:**

<p><b><u>youthzone Development Team</u></b></p> <p>Leanda Winfield / Lesley J Hedgley - youthzone Development Officer (Job share) Tel: 0115 9774472 or 0115 977 4627</p> <p>Owen Bennett - Administrative Assistant Tel: 0115 977 4685</p> <hr/> <p>Sue Andrew - Admin Officer Tel: 0115 9774446</p> <p>Team Email: <a href="mailto:youthzone.cc@nottsc.gov.uk">youthzone.cc@nottsc.gov.uk</a></p> <p>Fax number : 0115 977 4098</p>	<p><b><u>Address :</u></b></p> <p>youthzone Development Team Youth Support Service 4<sup>th</sup> Floor, County Hall West Bridgford Nottinghamshire, NG2 7QP</p> <hr/> <p>Don't forget to visit the youthzone website <a href="http://www.nottinghamshire.gov.uk/youthzone">www.nottinghamshire.gov.uk/youthzone</a></p>
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