FEEDBACK FROM COUNTY/SUB-COMMITTEE EVENTS

Organising Committee **Organiser:**

Event: _____ **Date of event:**_____.

Number attending? _____ Was the event oversubscribed? _____

If so, by how many? _____ Did you use the County Disappointed List?_____

What was the charge per person? _____What were the total expenses?_____

What was your profit? £_____

Venue:

Name/Location of venue_____

Cost of Venue: £_____

Was the venue acceptable to all? _____ Were there any problems with the venue?_____

If so, what what were they?_____

_____

(i.e. was the venue warm, could everyone see, with enough seating, sufficient toilets, clean, enough parking etc.)

Was tea and coffee offered? _____ Were there any problems with this?_____

Outcome:

Were all the participants happy with the event?_____ Were any queries raised?_____

If so, what were they?

_____

_____

_____

Any other comments which would help others thinking of using this venue?

_____

_____

_____

Date this form completed:

Please sign:

Print name:

If you require more space for any item, please use the back of this form