

ENTERTAINMENT AND PRESENTATION INFORMATION (ACT)

Name of Group:	
Name of Contact Person:	
Contact Tel No:	
Email Address: ESSENTIAL!	
Postal Address:	
Postcode:	
Title of your Contribution:	
Number of young people in the Presentation / Act:	
Number of adults accompanying, including parents and friends:	
Please describe the format of your Presentation / Act. <i>WE HAVE LIMITED LIGHTING EFFECTS PLEASE SUPPLY ANY BASIC LIGHTING NEEDS YOU MAY HAVE ie. A spotlight and WE WILL ADVISE YOU IF WE CAN ACCOMMODATE THEM WE WILL TRY!</i>	
Length of time expected for your act (maximum 8 mins)	
What audio/visual equipment do you need, ie microphone, CD player, video/DVD projector, PowerPoint etc	
There will be a short time (about 10 mins each) for rehearsal to get used to the hall, from approx 1pm onwards (time to be confirmed). Please let us know what time you expect to arrive.	
Refreshments will be available free of charge. Are there any dietary requirements?	
Photographs will be taken on the day; we assume that all young people will have parental consent for photos, unless we are informed otherwise.	

Please return this form ASAP to:

Kate Peters, Surrey Youth Focus, Astolat, Coniers Way, New Inn Lane Guildford
GU4 7HL or email it to

kate.peters@surreyyouthfocus.org.uk