

Cyngor Tref **Abergele** Town Council



If you wish to invite the Mayor to an event please fill out the form below and email the completed form to:

info@abergeletowncouncil.gov.wales

Or send to:

Abergele Town Council
Town Hall
Llanddulas Road
Abergele
Conwy
LL22 7BT

Tel: 01745 833242

Cyngor Tref **Abergele** Town Council



MAYORAL BOOKING FORM

REQUEST FOR THE ATTENDANCE OF

THE MAYOR

THE MAYOR & CONSORT

Organisation Details

NAME OF ORGANISATION	
CONTACT NAME	
ADDRESS	
E-MAIL	
PHONE NUMBER	

Description of Event / Occasion

DATE OF EVENT / FUNCTION	
ARRIVAL TIME FOR THE MAYOR	
TIME OF COMMENCEMENT OF THE EVENT (IF DIFFERENT FROM THE ABOVE)	
BRIEF DESCRIPTION OF EVENT / FUNCTION	
ADDRESS OF EVENT / FUNCTION	
APPROXIMATE TIME EVENT / FUNCTION WILL END	
DRESS CODE	
WILL THE MAYOR BE OFFERED REFRESHMENTS?	
IS THE MAYOR REQUIRED TO MAKE A SPEECH?	
COST OF TICKETS (IF APPLICABLE)	
CHEQUE MADE PAYABLE TO?	
BACKGROUND INFORMATION	