

Todmorden Town Council Report Form for Town Hall Hire Grants

This form has to be returned to Todmorden Town Council within three weeks of the date of the event.

(We apologise for asking some questions which are the same as on your application form, but this saves photocopying costs when the information is presented to the Members of the Council)

Name of Organisation: TODMORDEN ORCHESTRA

Contact person name: [REDACTED]

Address: [REDACTED]

[REDACTED]

Telephone: [REDACTED] daytime [REDACTED] evening/weekend

e-mail: [REDACTED]

Date of event: SATURDAY 20 NOVEMBER 2021

Town Hall room used: (please tick)

Court room	<input checked="" type="checkbox"/>	Committee room A	<input checked="" type="checkbox"/>	Ballroom	<input checked="" type="checkbox"/>
Kitchen	<input checked="" type="checkbox"/>				

Type of event:

Fair	<input type="checkbox"/>	Coffee morning	<input type="checkbox"/>	Exhibition	<input type="checkbox"/>
Dance	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>		

If other, please specify: ORCHESTRAL CONCERT

How many people attended the event (approximate numbers)? 200

How many people helped to stage/organise the event (approximate numbers)? 80

How much money was raised? £2,400

How much money was spent organising the event? £2,600
(approximate figures – not including Town Hall hire)

If applicable, were Fairtrade refreshments served at your event? Yes / No (N/A)

Is there anything else you want to tell us about the event?

[REDACTED]
[REDACTED]
[REDACTED]

Do you have any comments about the Town Hall and its facilities?

THE REFURBISHMENT IS A GREAT SUCCESS!

What will the money raised be spent on?

- i) Group's running costs/core funding
- ii) Project

If a project, please give brief description:

OR

This is not a fund-raising event

[Redacted Signature]

Signature of person filling in the form

4 DEC 2021

Date

[Redacted Name]

Full name

TREASURER

Position in organisation/group

PLEASE RETURN TO: The Clerk, Todmorden Town Council, Todmorden Community College
Burnley Road, TODMORDEN OL14 7BX
e-mail: clerk@todmordencouncil.org.uk
tel: 01706 548135