



Naomh Eoin C.L.G

secretary.stjohns.antrim@gaa.ie

St. John's GAC
Corrigan Park
Whiterock Road
Belfast
BT12 7PG
Tel.: 028 90248118

Information Collection Form For All Club Activities.

Organisers of all club activities should complete this form and forward it to the club secretary at least **8 weeks BEFORE** the event to facilitate discussion at our fortnightly meetings.

NO bookings or commitments should be entered into until you have been notified of the committee's approval or otherwise.

Event _____

Name of Organiser _____ Contact No:- _____

1. Names of others involved in the organisation of the event

2. Please give a brief summary of the event including dates and purpose.

3. Please tell us what you need to run your event and how you are funding it

4. Please give the committee some idea about those taking part

Number of children/young people involved _____

Number of adults involved _____



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5. Please outline the facilities which you require to run this event

Pitch required _____
Sports Hall required _____
Bus Company being used _____
Cost of bus _____
Entrance fee to event _____
Who should cheques be made payable to _____

6. Please outline any food requirements and how you propose to meet these

7. Does your event meet our Child Protection Procedures {Please outline compliance}

Please visit [http://naomheoinclg.com/wp-content/uploads/2014/10/NEChild Protection Policy2016 pdf](http://naomheoinclg.com/wp-content/uploads/2014/10/NEChild%20Protection%20Policy2016.pdf)

Any other information which you believe the committee should know to help them make decisions on this event.

Signed _____ Date _____

For Club Use

Date received _____

Discussed at committee meeting on _____

Outcome of meeting

Decision reported to organiser by whom _____ on _____

Signed _____ {Club Secretary}