



# 2018 PROGRAMME

[http://eynsham-pc.gov.uk/variable/organisation/29/photos/street\\_map\\_2014-L.jpg](http://eynsham-pc.gov.uk/variable/organisation/29/photos/street_map_2014-L.jpg)

**FOR THE SPEAKER:** Name: .....

Date: ..... Time: 7.30 – 9.00pm

**Venue:** The Bartholomew Rooms, The Square, Eynsham OX29 4HW

**Directions:** follow the link above for a street map of Eynsham; The Square is clearly marked and the Bartholomew building can be identified as the free-standing building depicted in our logo above.

**Parking:** in the Square or on-street parking in the vicinity.

**About the venue:** there is level access to the Bartholomew Room; there are toilet and kitchen facilities but no disabled access toilet; expect an audience of 15 to 24 (max) as the room is quite limited in size.

**Facilities available to the speaker:** tables for the display of work; projector and screen; live-feed camera to projector. *Please let us know in advance what facilities you will need for your talk, including the details of any device you are intending to use.*

**Publicity:** where possible please supply a suitable image (i.e. of your artwork or related to the subject of your talk) at least 3 weeks before your presentation so that posters can be created.

**Eynsham Arts Group contact details:** go to [www.eynshamartsgroup.org.uk](http://www.eynshamartsgroup.org.uk)

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**FOR EYN SHAM ARTS GROUP ADMINISTRATION**

**Name of speaker:** .....

**Contact details:**

**email** ..... **Tel/mobile number(s)** .....

**Title of presentation:** .....

**Nature of presentation** (e.g. illustrated talk, demonstration, workshop) .....

**Special requirements** (e.g. projector and screen) .....

**Has publicity image been received?** Yes / No .....

**Agreed speaker's fee:** £ .....