

## Appendix

Organisation/ Body	Event/Date - Number of Delegates/Guests	Request	Comments	Recommendation
IEEE MEMS 2018 Conference	IEEE MEMS 2018 Conference Reception 21st January, 2018  Approximately 400 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception	Delegates will be staying in accommodation in Belfast and the Congress will take place within the city.  This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together'.	The use of the City Hall and the provision of hospitality in the form of a drinks reception  Approximate cost £500
Ulster University	2018 British Human Computer Interaction Conference Dinner 4th July, 2018  Approximately 200 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception	Delegates will be staying in accommodation in Belfast and the Conference will take place within the city.  This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Opportunities for Success Across the City'	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception  Approximate cost £500
European Federation for the Science and Technology of Lipids	Congress Dinner for the European Federation Lipid Congress 18th September, 2018  Approximately 250 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception	Delegates will be staying in accommodation in Belfast and the Conference will take place within the city.  This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Opportunities for Success Across the City'	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception  Approximate cost £500
Queen's University Belfast	European Symposium on Clinical Pharmacy 2018 Welcome Reception 23rd October, 2018  Approximately 500 attending	The use of the City Hall and the provision of hospitality in the form of a drinks reception	Delegates will be staying in accommodation in Belfast and the Conference will take place within the city.  This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better Opportunities for Success Across the City'	The use of the City Hall and the provision of hospitality in the form of a pre-dinner drinks reception  Approximate cost £500