

## SEPTEMBER 2017 FUNCTION APPLICATIONS

NAME OF ORGANIZATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
<b>2017 EVENTS</b>						
SEPHA	18 October 2017	Drinks Reception and Dinner for delegates attending the International Agent Conference for Pharmaceutical Industry.  Attending 35	Yes A & B	Yes - £300	No – organized as a commercial company	Approve £300 charge No hospitality
Belfast Central Mission	24 October 2017	Event with lunch and play at conclusion of Prayer Walk.  Attending 50	Yes D	No (Charity)	Yes – Tea and Coffee Reception	Approve No charge Tea and Coffee Reception
NI Community of Refugees and Asylum Seeker	17 November 2017	Launch of Essential Guide for Refugees and Asylum Seekers including NI History, education, employment, support organizations.  Attending 80	Yes D	No (Charity)	Yes – Tea and Coffee Reception	Approve No charge Tea and Coffee Reception
Community Foundation NI	11 December 2017	Christmas Grant Giving ceremony for ambassadors, donors and staff  Attending 100	Yes C & D	No (Charity)	Yes - Wine Reception	Approve No charge Wine reception
<b>2018 EVENTS</b>						
SureStart Celebration	25 January 2018	An event to showcase Sure Start projects and celebrate past successes.  Attending 200	Yes D	Yes - £300	No precluded as government body	Approve £300 charge No hospitality
National Deaf Children's Society	13 March 2018	Young Authors and Artists Prize day to celebrate the achievements of local deaf children.  Attending 160	Yes C & D	No (Charity)	Yes – Tea and Coffee Reception	Approve No charge Tea and Coffee Reception
Belfast Hills Partnership	14 March 2018	Dinner, showcase and celebration of Belfast Hills venue and thank you for volunteers	Yes C & D	No (Charity)	Yes – Wine Reception as volunteer dinner	Approve No charge Wine Reception

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		Attending 200				
QUB ISPASS Conference Dinner	3 April 2018	Drinks reception and dinner for delegates attending 3 day Schools of Engineering ISPASS Conference in QUB.  Attending 150	Yes A & B	Yes - £825	Yes – Wine Reception as Dinner event with international delegates	Approve £825 charge Wine reception
5 Nations Health Protection Conference	23 April 2018	Drinks reception and dinner for delegates attending a 2 day Health Protection Conference in Assembly Halls.  Attending 120	Yes A & B	Yes - £300	No – organized as a commercial company	Approve £300 charge No hospitality
Young Enterprise Awards 2018	14 June 2018	Drinks reception, dinner and Awards Ceremony to celebrate the achievements of people across NI who completed YE programmes. showcase projects  Attending 350	Yes A & B	No (Charity)	Yes - Wine Reception	Approve No charge Wine Reception
Host Global Forum	22 June 2018	Drinks Reception and dinner – part of a showcase for North American Visitors attracting future high spend incentive and business meetings to the City.  Attending 240	Yes A & B	No (BCC endorsed showcase)	Yes - Wine Reception as Belfast Showcase event	Approve No charge Wine Reception
NIASW Launch / Exhibition	3 July 2018	Drinks reception and speeches with exhibition. Showcase event for NI social work with exhibitions targeted at international social workers attending a 3 day global conference in Dublin.  Attending 150	Yes A & B	No (Charity)	Yes – Tea and Coffee Reception	Approve No charge Tea and Coffee Reception
QUB	12	Drinks Reception	Yes A & B	Yes - £300	Yes - Wine	Approve

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9 <sup>th</sup> International Symposium on Testate Amoebae (ISTA 9) Conference	September 2018	and Dinner as part of large conference hosted by QUB for climate change impacts to peatlands.  Attending 120			Reception as large dinner	Charge £300 Wine Reception
<b>2019 EVENTS</b>						
Institute of Conservation Conference Dinner	13 June 2019	Formal Drinks Reception and Dinner as part of 4-day conference in Waterfront exploring Conservation.  Attending 300	Yes A & B	No (Charity)	No – organized as a commercial company	Approve No charge Wine Reception
George Telford Memorial Loyal Orange Lodge Centenary Dinner	12 October 2019	Centenary Dinner to celebrate 100 years of the Club based at Clifton Street Orange Hall.  Attending 120	Yes C & D	No (Community)	Yes - Wine Reception as Centenary Event	Approve No charge Wine Reception
<b>2020 EVENTS</b>						
British Transplantation Society (BTS) Gala Dinner	5 March 2020	Drinks Reception, Dinner, Awards and Entertainment – Part of 3 day Waterfront based congress of clinicians, surgeons, scientists, nurses and coordinators who work in the field of organ transplantation.  Attending 250	Yes A & B	No (Charity)	Yes - Wine Reception, large dinner plus international delegates	Approve No charge Wine Reception