MARCH 2022 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2022 EVENTS						
QUB Secure Connected Intelligence Summit	17 May 2022	**Conference Reception and Dinner** for guests attending the summit showcasing activities around Global Innovation Institute (GII) in connection with the Belfast Region City Deal. Numbers attending - 60	A &B	No (waived as linked BCC City Deal)	No hospitality	Approve No Charge No hospitality
SMARTS PR Agency	27 May 2022	**BT Staff Recognition Reception** – morning reception as part of a day long showcase of Belfast and local venues to reward and recognize key BT staff. Numbers attending - 150	A &B	Charge (commercial company)	No hospitality	Approve Charge £115 No hospitality
Insurance Institute of Northern Ireland	27 May 2022	**Insurance Institute of Northern Ireland Annual Awards Ceremony - presentation** of awards and certificates followed by buffet reception Numbers attending - 150	D	No (Voluntary/ NFP)	No hospitality	Approve No Charge No hospitality 1 in 3 rule
Northern Ireland Chamber of Commerce and Industry	24 June 2022	**Annual President's Lunch** – annual lunch for the NI Chamber of Commerce and Industry to mark economic benefits to the City. Numbers attending – 400	B	Charge £300	No Hospitality	Approve Charge £300 No hospitality
Clonduff Football Club	25 June 2022	**End of Season Awards Ceremony and Buffet** Presentation of trophies to children recognising and rewarding their efforts and achievements. Special recognition awards to outstanding members. Numbers attending – 350	D	No (Voluntary/ NFP)	No hospitality	Approve No Charge No hospitality 1 in 3 rule

Belfast Pride	22nd July 2022	**30th Anniversary Belfast Pride Launch and Pride Awards** – LGBT Community awards ceremony. Drinks reception followed by Awards presentation. Numbers attending – 350	A, C & D	No, (Charity)	Yes, Wine Reception as significant anniversary	Approve No charge Wine Reception *or £500 given to their chosen caterer for wine on tables*
Belfast One BID	13 & 14th August 2022	**Belfast One-Way Edit Fashion Show** showcasing city centre retailers	B	Yes £300	No hospitality	Approve Charge £300 No hospitality
Ulster Obstetrics and Gynaecological Society	7 October 2022	**70th Anniversary Gala Dinner** to celebrate the BSA promoting highest standard of legal practice. Numbers attending – 150	C	No (Voluntary/ NFP)	Yes, Wine Reception as significant anniversary	Approve No charge Wine Reception *or £500 given to their chosen caterer for wine on tables*
2023						
Holocaust Memorial Day Trust	24 January 2023	**Northern Ireland regional ceremony to mark Holocaust Memorial Day 2023 -** a time for all to remember the millions of people killed in the Holocaust and subsequent genocides in Cambodia, Rwanda, Bosnia and Darfur.. The event is the official Northern Ireland commemoration of the Holocaust. Numbers attending – 400 - 500	C	No (charity)	No hospitality *(funding provided)*	Approve No Charge No hospitality
Association of Breast Surgery	14 May 2023	**Conference Welcome Reception** for guests attending their 2-day conference taking place in ICC Belfast. Numbers attending - 200	A &B	No (waived as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality
AMOSSHE, The Student Services Organisation	6 July 2023	**AMOSSHE Gala Reception** guests attending their flagship conference taking place in ICC Belfast.	A &B	No (waived as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality

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		Numbers attending - 250				
Stena Line part of Stena Sphere group	22 September 2023	**Annual Conference Reception and Dinner** for global directors' attending the 3-day conference taking place in ICC Belfast. Numbers attending - 300	A &B	No (waived as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality

*For all events noted above numbers and room layout will be reviewed and revised in line with COVID19 social distancing guidelines at the time of each event.