

Exhibition Questionnaire

We are currently planning the summer exhibition and, because it is a big undertaking we are looking for help from members. Please could you complete this form and advise us what help you would be willing to provide in the coming months, even if it is only for a few hours or dropping a poster into a local cafe, etc. The more people that are able to be involved will mean that less help will be needed from individuals.

Friday 7th June 9am - 6pm (set up day)

Saturday 8th June 10am - 4pm (exhibition)

Sunday 9th June 10am - 4pm (exhibition)

Sunday 9th June 4pm - 6pm (break down exhibits and clear up)

Name:

Contact email:

Contact Number:

Task description	Approx dates help needed	tick this box if you are willing to help or circle a preferred time
Research groups/magazines to send posters	January / February	
Deliver posters to cafes/tourist hubs	March - May	
Display a poster	April - May	
Share poster/exhibition info on social media	May/June	
Co-ordinate collecting exhibits	May	
Provide display materials	May/June	
Co-ordinate members sales table	May/June	
Help set up exhibition	June 7th	
Cover members sales table	June 8th - June 9th	10-12 12-2 2-4
Cover sales table	June 8th - June 9th	10-12 12-2 2-4
Cover pick a square table	June 8th - June 9th	10-12 12-2 2-4
Clear tables in cafe	June 8th - June 9th	10-12 12-2 2-4
Collect entrance fees	June 8th - June 9th	10-12 12-2 2-4
Steward exhibition	June 8th - June 9th	10-12 12-2 2-4
Help break down of exhibition	June 9th	

Many thanks from the Exhibition team