

## “How to Workshops”

NEW for Sussex Chamber members in 2020!

Full Name	
Company Name	
Job title	
Email address	
Phone number	
Membership level	
Personal bio (no more than 50 words - If successful, we may use this for event publicity)	
Topic / Title of mini How to Workshop	
Length of Workshop: <ul style="list-style-type: none"> <li>• 1 hour</li> <li>• 2 hours</li> <li>• 3 hours</li> </ul>	
Preferred maximum number of attendees	
Overview of Workshop (no more than 50 words)	
Will attendees be given take-aways packs and worksheets?	
3 reasons why delegates should attend (learning they will takeaway)	

Will your workshop contribute towards CPD points?	
Preferred timing: <ul style="list-style-type: none"> <li>• Morning</li> <li>• Afternoon</li> <li>• Evening</li> </ul>	
Does your organisation have a room that could be used for this workshop? If yes, are you able to provide tea, coffee and biscuits?	
Are there any costs involved in you providing this workshop? (If so, please state how much)	

Do you consent to photos and video being taken during the presentation? This will be shared on social media and on the Sussex Chamber website for marketing purposes. Please tick next to 'yes' or 'no' in accordance with your answer.

<input type="checkbox"/> Yes	<input type="checkbox"/> No
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