Whitehill Town Council
Council Offices
Forest Community Centre
Pinehill Road
Bordon
Hampshire
GU35 0BS

Tel: 01420 473123
Email: admin-pa@whitehilltowncouncil.gov.uk

WHITEHILL
TOWN COUNCIL
Serving Whitehill & Bordon

MAYORAL BOOKING FORM

Please complete the form below if you would like the mayor to attend an event relating to Bordon or Whitehill

Name of Organisation	
Contact Name	
Telephone	
Email	
Date of Event	
Times (from and to)	
Name of Event	
Is the Mayoress invited to accompany the Mayor?	
Address of Venue (please include postcode)	
Reserved parking on site? If no reserved parking, please indicate nearest available car park	
Would you like the Mayor to perform any special duties, e.g.	

cutting ribbon, presenting awards, making a speech?	
Dress Code	
Would you like the Mayor to wear the chain of office?	
Will refreshments be provided?	
Details of other Mayors/VIPs attending and duties they will be performing if appropriate	
Are you happy for this invitation to be listed on the Whitehill Town Council website along with photos to be displayed on our website and social media?	

Please return this form to Mel Espin, PA to the Mayor: admin-pa@whitehilltowncouncil.gov.uk

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https://www.instagram.com/whitehilltowncouncil/

Website: http://www.whitehilltowncouncil.gov.uk/