

SEPTEMBER 2023 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2023 EVENTS						
European Federation of Living (network of housing associations)	9 November 2023	EFL Conference Lunch Reception for guests attending a 2-day conference. Numbers attending - 70	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality
West Belfast Partnership Board	28 November 2023	Celebration of Word Millionaires from across Belfast primary schools - reception and presentations to children who have become Word Millionaires through participation in the Accelerated Reader programme, which WBPB purchased for all schools in west Belfast through our DE funded Sharing the Learning Education Programme to raise literacy standards at Primary school level. Numbers attending – 200	C & D	No Charge as charity	Yes, Tea and Coffee Reception	Approve No Charge Wine Reception <i>£500 given to their chosen caterer for reception</i>
Conway Education Centre	14 December 2023	Launch of 'Meet the New Neighbours' project and promotional material showing the contribution, skills and talents of refugees and asylum seekers in Belfast. Numbers attending – 80	C & D	No Charge as charity	Yes, Tea and Coffee Reception	Approve No Charge Wine Reception <i>£500 given to their chosen caterer for reception</i>
2024 EVENTS						
The Bar of Northern Ireland	15 May 2024	Welcome to World Bar Conference Evening Reception for guests attending a 2 day conference. Numbers attending - 150	A & B	No (Waiver as linked to Visit Belfast)	No hospitality	Approve No Charge No hospitality

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Belfast One BID	19 May 2024	Belfast One-Way Edit Fashion Show - Reception and showcase of 50 city centre retailers Numbers attending 350	B	Yes £300	No hospitality	Approve Charge £300 No hospitality
Ulster University / Irish Accounting & Finance Association	13 June 2024	Irish Accounting & Finance Association Gala Dinner for guests attending their 3 day conference taking place in UUJ. Numbers attending – 120	A & B	No Charity	No hospitality	Approve No Charge No hospitality
Northern Ireland Chamber of Commerce and Industry	21 June 2024	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