Andrew Hassard
Director of Parks and Leisure
Adelaide Exchange
24 – 26 Adelaide Street
Belfast
BT2 8GD



Dear Andrew

The Dinner in the Sky event in Belfast will be the first stop of its UK tour, this is an international event that has taken place all over the world and now it has the opportunity to come to Belfast for the first time. Dinner in the Sky can cater for 22 guests around the table, with a personal chef and two assistants in the middle. The finest cuisine is prepared to absolute perfection in front of guests for a unique culinary experience. Floating 50 meters above the ordinary brings a whole new perspective to eating out. For more information on past events please visit www.dinnerinthesky.com

Dinner in the Sky is a unique event meant for anyone who wants to transform an ordinary meal into a magical moment that will leave a lasting impression. The experience is perfectly safe and is popular around the world, available in around 32 countries and has done 2500 flights so far, all without a glitch. Every aspect of the concept, from the seat belts to the type of crane used, has been selected with the utmost care to ensure maximum safety for our clients and staff.

Cool FM has come on board as our media sponsor and will be broadcasting live from the table on the opening day of the event. We have got 84 30 second adds that will be aired closer to the event. There will be competitions run though Cool FM and the winners will receive tickets for one of the flights on the table. We will be holding a charity night which will raise money and awareness for the Cash for Kids Charity.

The Proposed location will be on the Great Lawn in the Botanic Gardens subject to a ground test, secondary location will be on the tarmac area around the band stand again subject to ground tests. There will be 5x 5x5m marquees on the ground, these marquees will provide a waiting area for the customers, a drinks area, prep area for the caterers. We will have security on site 24/7 for the full duration of the event.





We would like to hold the event from the 17th of June to the 4th of July 2011 with 2 days either side for set up and breakdown. There will be 9 lifts per day broken down into 2 breakfast lifts, 2 lunch lifts, 3 drinks and canapés lifts and 2 dinner lifts each day

Mon - Sun: Breakfast, Sitting 1 (08h00 - 08h45)

Mon - Sun: Breakfast, Sitting 2 (09h15 - 10h00)

Mon - Sun: Lunch, Sitting 1 (12h00 - 12h45)

Mon - Sun: Lunch, Sitting 2 (13h15 - 14h00)

Mon - Sun: Afternoon Drinks 1 & Canapés (15h00 - 15h30) Mon - Sun: Afternoon Drinks 2 & Canapés (16h00 - 16h30)

Mon - Sun: Afternoon Drinks 3 & Canapés (17h00 - 17h30)

Mon - Sun: Dinner, Sitting 1 (19h00 - 20h00) Mon - Sun: Dinner, Sitting 2 (20h30 - 21h30)

We have allowed £2000.00 in our budget as a ground rental fee and are more than happy to add a clause into the contract that we will be liable for any damages to the great lawn.

We are expecting around 200 people per day as paying customers and another 200 - 300 visitors thorough out the day. This event is not just for the customers on the table, we have allowed space within the marquee and an area with garden furniture for the public to come along and have a coffee and just watch what's going on.

The costs of the tickets vary in price as we are trying to make this event available to all and not just for the elite. The costs of the tickets are as follows:

Breakfast: £30.00 Lunch: £45.00 Drinks & Canapés £25.00 Dinner: £70.00

We have £10m Public Liability Insurance and £10m Employers Insurance for all Dinner in the Sky events in an annual policy, please see attached.

The crane will need a 3.5m opening to access the site. I was down at the Botanic Gardens 2 weeks ago and we could use the entrance from Stranmillis Embankment. The existing gate has a 3m opening and the fence panels are bolted together. What I propose is to temporarily remove 1 of the panels and the post for the crane to gain access to the site. Once the crane is on site, the post and panel will be fixed back in place. The same thing will need to happen when the crane leaves the site. We will provide a builder to carry out this work at our own cost. The crane will move through the park on tracks to avoid damaging the grounds. Once the crane is in position the pads will be put into place which will allow the outriggers to lift the crane into its operating position.

The table will then be delivered on an articulated truck and assembled on site with use of the crane. Once the crane and table have been set up we will then start on the marquees. We would require 2 days to set up and do a few dry runs before our opening day.



As you are aware the dates for this event are not far off so it would be a great help if we could get this request in front of the committee ASAP.

Thanks you for taking the time to read though my proposal, looking forward to your response.

Regards,

Kirk Jordan JDK Events 07521732150