

Positive Images Festival 2021 Information re: Entry in the festival programme

We thank you for being part of Positive Images Festival 2021. This year due to the Covid 19 effects the core festival dates are Tuesday 1st June to Thursday 30th September 2021 will also include pre-festival events and post-festival events. The programme will appear on the Positive Images Festival website www.positiveimagesfestival.co.uk

Here are some tips for your entry in the Programme on the website which will have the following introductory note for the reader:

Important information for you:

The event organiser's name appears in brackets just after the title of the event. For addresses of libraries, please look under Libraries.

An event venue is mentioned in the entry only when the venue is different from an organisation's meeting place.

For details of exhibitions, please refer to the Exhibitions section at the end of the events list.

1. Please fill in a separate form for each event you are organising. However, if an event is being repeated, please include dates of repeat events in the section **Information about repeat events**.
2. If the times for repeat events are different for different dates, please indicate this very clearly, as shown in the following entry:

Repeat events on **Monday** 22 June & 5 July 2.00pm - 4.00pm

Repeat events on **Thursday** 17 & 24 June & 1 July 10.00am – 12.00 noon

3. Include only those contact details that should appear on the website.
4. Telephone numbers will appear in 3 blocks, e.g. 024 7641 2788. Mobile numbers will appear in 3 blocks, e.g. 07459 400 381.
5. Social Media details – we want to save space. So please do not include www.facebook.com, etc. Indicate just the extensions, for instance, @KenilworthBook
6. Please ensure that event info is sent to us by or before the deadline – 21st May 2021. After that date additional items can

be added to the programme by sending the details to positiveimagesfest@yahoo.com

7. If more than one person is involved in an event, could you please run the text by them so as to avoid amendments. Please assist us by checking the website entries and letting us know of any amendments or corrections. If you are going to be away, could you please arrange for a colleague to do the checking?

Sample entry:

Monday 15TH June

1.00pm - 2.30pm

Gender Equality (Ekta-Unity Group)

Our first introductory session, a presentation on **Gender Equality**, followed by discussion and debate on this important issue, in partnership with CRASAC. Light refreshments.