



## Positive Images Festival 2023



### Information re: Entry in the Multicultural Craft & Food Fair leaflet

The Multicultural Craft & Food Fair will be held on Saturday 17<sup>th</sup> June 2023 from 10.00am to 4.00pm in Broadgate, Coventry, CV1 1FS.

Here are some tips for your entry in the fair leaflet.

1. Include only those contact details that should appear on the leaflet.
2. Telephone numbers will appear in 3 blocks, e.g. 024 7641 2788. Mobile numbers will appear in 3 blocks, e.g. 07459 400 381.
3. Description –There is no word limit but longer entries may be edited.
4. Please ensure that the completed form is sent to us **by or before the deadline – 31<sup>st</sup> May** for inclusion in the leaflet
5. Stallholders intending to sell food should have a Food Hygiene Certificate Level 2. Please send us a copy of your Food Hygiene Certificate. If you have any queries re: sale of food, please let us know ASAP so that we can put you in touch with the appropriate Council officer.
6. The draft text will be sent to you as soon as it is ready. Please assist us by responding promptly. If you are going to be away, could you please arrange for a colleague to do the checking?
7. We hope to invite the Lord Mayor of Coventry, who will launch the festival around noon and go and meet stallholders.
8. Bookings will be confirmed on receipt and clearance of a cheque. Cheques should be made payable to Positive Images Festival. Invoices will be sent out by 31<sup>st</sup> May 2023
9. If you are paying by bank transfer, here are our details:  
Yorkshire Bank  
7-11 High Street  
Coventry  
CV1 5SB  
Account No: 49914062  
Sort Code: 05-03-87