

**Application Form**

We want the Great Big Small Business Festival, to be a week shared by the whole of the business community, so there will be an opportunity for your business to put forward an event of your own that we will include in the extensive promotional plans for the week.

The only condition is that it must be free to attend, and that people should learn something new that will benefit their business!

If you would like to host your own event during the Great Big Small Business Festival, please fill in the following details and send your completed form back to info@e-factor.co.uk by **Wednesday 31st July 2024.**

Please note, if you would like to host your event at one of E-Factor’s venues, please include this below and further details will be sent over to you.

|  |  |
| --- | --- |
| **Full Name** |  |
| **Email Address** |  |
| **Mobile Number** |  |
| **Organisation / Business** |  |
| **Job Title** |  |
| **Title of Event** |  |
| **Date and Time of Event**  |  |
| **Venue**  |  |
| **Detailed Description of Event, Including:*** **Timings**
* **Key Topics**
* **Who will be presenting?**
 |  |
| **Where people will book tickets? (please provide link if applicable)** |  |
| **Event Graphics**  | Please email these alongside this form to info@e-factor.co.uk  |