

# Ickenham Festive Community Night



**Friday 3<sup>rd</sup> Dec 2021**  
**6pm - 9pm**

Doug Neilson  
3 Rectory Way  
Ickenham, UB10 8BP  
Doug@IckenhamFestival.org.uk  
Phone/Text 07516 984514

Dear Business Manager,

The Ickenham Festival Team is coordinating the Ickenham Festive Community Night on Friday 3rd December 2021 between 6pm-9pm. The event will take place along Swakeleys Road shopping parade, Glebe Avenue, Village Hall and Community Close.

Our plans will conform to the current Government safety guidelines on public events. You may choose, of course, to apply your own precautions. If the guidelines change we may modify the event.

Entertainment will play during the evening, and local groups will run stalls in the Village Hall, Guide Hut, and around the village. Local community groups will be offering refreshments and entertainment in the Village.

The Council will make a grant for festive lighting along the shopping parades, **on the condition that we are able to raise money to match their funds.**

To assist with our planning we would like to know how you will be getting involved in the evening, so that we can promote and support you, and what financial contribution you can make towards our costs (£30 suggested) for the lighting above the shops.

With Best Wishes, Doug Neilson, Vice Chair, Ickenham Festival

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To: Doug Neilson, Ickenham Festival, 3 Rectory Way, Ickenham, or email Doug@IckenhamFestival.org.uk  
We will be staying open late on the Ickenham Festive Community Night. Yes / No

We enclose a donation of £ \_\_\_\_ towards the Christmas illuminations. Cash or cheques payable to "Ickenham Festival". Please say if you need an invoice. Bank Transfer to Barclays Bank, **Account Name:** Ickenham Festival, **Sort code:** 20 73 53, **Account No:** 20381160

Please list in the box below any attractions/special offers that you will promote during the night and return it to the address above.

Contact name \_\_\_\_\_ Business Name \_\_\_\_\_