

7/30/2017

Print

Subject:Re: *****Meeting with Simon *****

From: Rewired Rewired (re wired@ymail.com)

To: ldeterville@icloud.com;

Date: Thursday, 14 August 2014, 1:53

*****Set up logistics for bliss charity event re launch *****

14th August 2014 - 01:05am

*****LOGISTICS**DRAFT**

Timeline: Allocated or needed for project? 13 to 14 weeks date

Commitment: Simon/ Luvinia DAYS /TIMES

Date of event: 8/11/2014?

Time of event: same as before?

Space: How much bigger is the hall in Tottenham.?

Can you get pics or a link to their site.?

And how does this benefit you

and the event.

Rental: How much cheaper is the hall to hire or how much of a better deal is it?

Funding: How much do you need and have already. And what are your expected-out goings for the event including your expenses and others outgoings that you may occur even over the next 13/14 weeks of the re launch.

Approval: I am sure you got this sorted:]

Security: Now this depends on how many tickets get sold. I say we set a time scale

And time will tell.

Equipment: What do you need and what have you already resourced?

Management: I believe a management tree is the way forward controlling all avenues of income and delegation.

Marketing: A fresh flyer and re marketing all involved a bit more in detail may help the event. I also have a friend in mind he might be able to help as a voice to over lay you and help promote the event. The same person also makes flyers who I hope to be in contact with, over the next following days and I can keep you updated in regards to this.

Regards

Simon Cordell-Benjamin Director & Manager

Too Smooth Ent

On Tuesday, 12 August 2014, 17:27, Luvinia De-terville <ldeterville@icloud.com> wrote:

*****Meeting with Simon *****

*****Agenda 13/08/14 @ 12pm*****

finish proposal for mini Fest Weekender lea valley / pickets lock

Mini Fest date:

budget

Logistics & Timeframe

*****Set up logistics for Montague Rd Building*****

Timeline: allocated or needed for project?

space, rental, lease, funding, approval, insurance, risk assessment, projects, staff, security, equipment & furniture, management,

Telecommunications ie: outgoing lines, internet, Wi-Fi,

Funding? Bounces rd has a funding scheme, availability of funds?

Need average of £25,000 each from funding scheme

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