

PETERHOUSE

SPEAKER MEETINGS

Education (No2) Act 1986

Information required under the College's Code of Practice

Organiser information

Name of society/organisation	
Name of Fellow in charge of society/organisation (for events taking place in the Parlour and Combination Room it is a requirement for the Fellow to be present for the duration of the event)	
Name of undergraduate or graduate secretary of society/organisation (it is a requirement for the secretary to be responsible and present for the duration of the event. The secretary may appoint a substitute society member to undertake this role and must provide the name of the substitute in advance)	
Address and email address	

Event/meeting information

Date of meeting	
Start time	
Finish time	
Venue	
Estimated size of audience	
Purpose of meeting	
Full names and affiliations/organisation details of speakers together with the subject of their talk (attach separate sheet of programme if desired)	
Will the meeting be open to the public?	

If not open to the public, who may attend?	
How will the event be advertised?	

Declaration

The (name of society/organisation) and I representing it recognise that we are bound by the terms of the College’s Code of Practice issued as required by Section 43 of the Education (No2) Act 1986.

Signed	
Name	
Office held	
Date	

Special Note

If there is any possibility that freedom of speech may be inhibited at the meeting, the Senior Tutor must be informed immediately. If you know of such a possibility put a tick in the box and explain the circumstances in more detail below: