Event Database Template (Fill in as much detail as you can.)
Name of the Event e.g. Pie & Peas Run
Type of Event e.g. Social, Run, etc.
Date of Event
Organisers Name
Venue or Starting\End Point location:
Type of event, e.g. Run, Drop off, Route Sheet, Other: -
Run organiser contact details, e.g. email, telephone
Start\End Contacts:
Catering Contact details:
Toilets available: Yes or No
Other Contacts?:
Notes