**Contributor / Exhibitor Checklist**

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| **Event Name:** |  |
| **Event Date:** |  |

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|  | **Activity**  caterers, exhibitors, ground entertainment, inflatables, fairground equipment, dance groups, bands etc | **Insurance attached?**  **Yes / No** | **Risk Assessment**  **attached?**  **Yes / No** | **If no, please give details** |
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