

The Camping and Caravanning Club

Greenfields House, Westwood Way, Coventry CV4 8JH

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Subject: Regional Seminar Guidelines
To: All Region and Section Secretaries
From: Business Systems and Administration Director
Direct Line No: 02476 475409

I am writing this paper to provide the following guidelines when you are organising and attending the Region and Section Seminars:

- Where possible, it is recommended that Officers are to travel to the venue together unless a camping weekend has been organised.
- Suggested venue's to hold the seminars, might be a village hall, community centre or a school.
- The costs for hiring the venue and travel costs will be reimbursed for the event. In addition a sandwich buffet for the event will also be reimbursed.

January 2015

COPIED TO:

To National Councillors	<input checked="" type="checkbox"/>
To Region Secretaries	<input type="checkbox"/>
To Section Secretaries	<input type="checkbox"/>
To District Association Secretaries	<input type="checkbox"/>
To Section Area Secretaries	<input type="checkbox"/>


**The
Camping and
Caravanning
Club**
The Friendly Club