1. **Event Title**
2. **Venue: (address including postcode)**
3. **Date and Time:**
4. **Lead (organisation/ department):**
5. **Organiser/ Contact for the session:**
6. **Presenter/s:**
8. **Target Audience (*as much detail as possible)***

1. **How to book:**
2. **Brief synopsis of event:**

**Please return this form to the Cardiff and Vale Safeguarding Board Business Unit:   
cardiffandvalersb@cardiff.gov.uk**