**Invitees to AnOther Potential Conference**

**Theme: ------**

**Once we have agreed to collaborate on AnOther Potential Conference**

you can insert the theme above and tell us who you would like to invite. Please send your completed form to ThePotentialTrust@clara.co.uk

**Your details:**

Name:

Contact address:

Telephone number:

Email address:

Job title (if any)

Organisation (if any)

Organisation website (if any)

**Who would you like to invite?**

* The total number of participants will include yourself (or another representative from your organisation) and a representative of the Trust.
* Maximum number of participants is about 20 but we suggest you nominate about 25.
* Minimum number for a viable Potential Conference is about 10 but, unless you already have informal acceptance from some invitees, we suggest you nominate at least 15.
* The number invited may be more than the maximum numbers given above as some invitees may not be able or willing to participate, and some may accept the invitation but drop out at a later date. Places will be allocated to whoever responds first unless you want to reserve a few for key invitees (please indicate these by putting their names in bold).
* You do not have to fill in all the lines in the table below.

**Names of specific people (and which organisations if any that they represent).**

For each one please state whether you already have links with them.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of invitee  | Job title & organisation (if relevant)or occupation | Contact details (email & phone) | Have links  |
| *(Trust to decide)* | Potential Trust | *(Trust to provide)* |  |
| *(Your name as key collaborator)* |  |  | YES/NO |
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|  |  |  | YES/NO |

**Any general information on the categories of people you would like to invite?** (100 words maximum)