

Provisional enquiry to invite the Lord Mayor



The Lord Mayor and Lady Mayoress/Lord Mayor's Consort are very keen to visit all aspects of the community during their year of office.

Please complete this form if you have a function or engagement that you wish the Lord Mayor to attend. At least two clear weeks' notice is required and all enquiries will be acknowledged. If the Lord Mayor is able to accept your invitation a confirmation letter will be sent to you, together with an engagement form for you to complete.

Please return the completed form to us at:

The Lord Mayor's Office
Guildhall Floor 2
Guildhall Square
Portsmouth, PO1 2AJ

If you have any questions, please contact us:

- call 023 9283 4706
- email lordmayorsoffice@portsmouthcc.gov.uk.

You can also visit our pages online at www.portsmouth.gov.uk/yourcouncil/120.html.

Date of event	<input type="text"/>
Start and end time of event	<input type="text"/>
Name of event	<input type="text"/>
Venue for event	<input type="text"/>
Brief description of event	<input type="text"/>
Is the Lady Mayoress/Lord Mayor's Consort being invited to accompany the Lord Mayor?	Yes/No
If the Lord Mayor is unable to attend, would you like to invite the Deputy Lord Mayor?	Yes/No
Name of organisation	<input type="text"/>
Contact name	<input type="text"/>
Contact address	<input type="text"/>
Phone numbers	<input type="text"/>
Email address	<input type="text"/>