

The North West Regional Council

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FORM 1 – FEIS APPROVAL CHECKLIST

January 2008

Dear Feis Organiser,

Please note the checklist below of which all the **Blue Sections** need to be completed and sent to me along with your syllabus **at least 6 weeks before the event.**

- 2 PAPER COPIES OF THE SYLLABUS FOR APPROVAL**
- A COPY OF THE SYLLABUS IN MICROSOFT WORD FORMAT ON A CD OR BY E-MAIL FOR INCLUSION ON THE WEBSITE.** Please state if by e-mail
- A STAMPED ADDRESSED ENVELOPE (PLEASE MAKE SURE THAT YOU HAVE PAID THE CORRECT POSTAGE)**
- THE RELEVANT REGISTRATION FEE** (please see below)

1 Day - 1 stage/floor	- £28	2 Days - 1 stage/floor	- £73
2 stages/floors	- £73	2 stages/floors	- £90
3 stages/floors	- £90	3 stages/floors	- £110
4 or more stages/floors	- £110	4 or more stages/floors	- £128

PLEASE NOTE THAT COMPULSORY INSURANCE OF £63 SHOULD HAVE ALREADY BEEN PAID AS A NON REFUNDABLE DEPOSIT (THIS PROVIDES A LIABILITY COVERAGE OF UP TO £5 MILLION). THIS HAS BEEN ARRANGED BY THE NORTH WEST REGIONAL COUNCIL FOLLOWING ADVICE BY AN COIMISIUN.

Following your Feis, all Feis Organisers are required to send in **A CD/E-MAILED VERSION OF THEIR COMPLETED RESULTS** FOR inclusion on the Website. A formatted table in which to record your results is available on the Rules page at <http://www.nwrc.co.uk>. Open up the file, save it with your Feis Name e.g. O'Mordha2004Results.doc enter in your feis results and then either burn it onto a CD or e-mail me and attach the file.

PLEASE NOTE THAT FAILURE TO RETURN YOUR RESULTS WILL RESULT IN YOUR FEIS BEING REFUSED NEXT YEAR – So if you haven't returned your 2003 Results (from September onwards), 2004, 2005, 2006 or 2007 Results then your 2008 feis may be in jeopardy.

- PLEASE TICK TO SHOW YOUR AGREEMENT TO PROVIDE 2008 RESULTS.** In what format and when will you provide these Results?
- TICK IF YOU HAVE PROVIDED YOUR 2003 RESULTS** (If applicable)
- TICK IF YOU HAVE PROVIDED YOUR 2004 RESULTS**
- TICK IF YOU HAVE PROVIDED YOUR 2005 RESULTS**
- TICK IF YOU HAVE PROVIDED YOUR 2006 RESULTS**
- TICK IF YOU HAVE PROVIDED YOUR 2007 RESULTS**
- YOUR COMPLETED AND SIGNED FEIS STANDARDS GUIDELINES** (FORM 3 on nwrc.co.uk)
- YOUR COMPLETED FEIS SYLLABUS REQUIREMENTS FORM** (FORM 2 on nwrc.co.uk)

PLEASE NOTE: Your syllabus will only be approved if all the BLUE SECTIONS have been ticked
Thank you for your co-operation and should you have any queries please do not hesitate to contact me.

Nicola King A.D.C.R.G. (NWRC Feis Secretary)

