

Request Form for Health Promotion Talks, Workshops and Events to the Osmani Trust Health Trainers Team

Please complete this form for each request and return via post or by fax to Osmani Trust
 Healthy Living Department, Osmani Centre, 58 Underwood Road, London, E1 5AW.
 Tel: 0207 247 8080 Fax: 0207 247 6453

DATE OF REQUEST:					
NAME OF PERSON REQUESTING SESSION:					
JOB ROLE: WORKPLACE ADDRESS: TELEPHONE NO: E-MAIL ADDRESS:					
DATE & TIME OF THE TALK, WORKSHOP & EVENTS:	1 st Choice	2 nd Choice	3 rd Choice		
TITLE OF TALK/EVENT: e.g. healthy eating, obesity prevention, physical activity, smoking cessation	Male <input type="checkbox"/>				
	Female <input type="checkbox"/>				
	Mixed <input type="checkbox"/>				
TARGET AUDIENCE: ADULT OR CHILDREN session: EXPECTED NUMBER ATTENDING:	Preschool	Primary	Secondary	Older People	Other
ETHNIC ORIGINS: WILL A TRANSLATOR BE PROVIDED?					
EQUIPMENT AVAILABLE: e.g. OHP, flipchart, table					
HOW IS THE EVENT BEING ADVERTISED?					
LOCATION OF EVENT IF DIFFERENT FROM WORKPLACE ADDRESS:					
CONTACT PERSON IF DIFFERENT FROM ABOVE: NAME: JOB ROLE CONTACT DETAILS:					
SIGNED:					

You will receive a confirmation clarifying the title of the talk, the date and the time that we will be available to do the talk, workshop or event within 5 working days or receipt of application.