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	LEGAL REQUIREMENTS
Application for Park or Open Space	Council Event Team Tel: 020 7525 2000 events@southwark.gov.uk/events
Licence to Occupy a TRA Hall	For an electronic copy please email: Harold.markham@southwark.gov.uk
Premises Licence Complete on line	Required if you sell tickets to the paying public for an event. Contact Southwark Council to apply for a premises licence if you intend to sell alcohol or provide 'licensable activities' from a particular venue. Licensable activities include: <ol style="list-style-type: none"> 1. Selling alcohol 2. The provision of public entertainment 3. Serving hot food and drinks between 11pm and 5am Contact: 020 7525 2000; www.2.southwark.gov.uk/info/200063/licences
Premises Licence Guidance	www.gov.uk/government/publications/premises-licence-application-forms/premises-licence-guidance Updated 3 April 2017
Premises Licence	You'll need a licence if you provide the following types of entertainment: theatrical performance, showing a film, indoor sporting event, boxing or wrestling (indoor or outdoor), live music recorded music, dance, facilities for making music. You still need a licence even if the activities are for charity. For an electronic copy please email: Harold.markham@southwark.gov.uk
Licence Temporary Event Notices (TENS)	Temporary event notices (TENS) The Act provides a system by way of "temporary event notices" for the temporary carrying on of any licensable activity outside of the terms of a premises licence A TEN is the simplest and cheapest way to cover for a public event which is not covered in your Premises Licence under the Licensing Act 2003 Council Event Team Tel: 020 7525 2000 events@southwark.gov.uk/events
TRA Hall Capacity	"FireSafety" <FireSafety@southwark.gov.uk> Rebecca Marfo, Senior Fire Safety Coordinator, Fire Safety Team Engineering & Compliance Asset Management Housing. T: 020 7525 3499 Paul Coleman < Paul.Coleman@southwark.gov.uk > Fire Safety Surveyor The TRA capacity is normally undertaken by the FRA (Fire Risk Assessment). The assessor would measure the area, exit widths and then calculate the occupancy factor.

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Police	<p>Necessary for Temporary Event Notice Commissioner of Police for the Metropolis Licensing Office Southwark Police Station 323 Borough High Street SE1 2ER Tel: 0207 232 6756</p> <p>The London Fire and Emergency Planning Authority Fire Safety Regulations (Southwark Borough) 249-259 Lewisham High Street London, SE13 6NH Tel: 020 8555 1200 (x36500)</p>
Website For Private Renters	<p>The website provides a wealth of information about tenants' rights and also local and national sources of help for people with problems relating to their private tenancy. You can see our work by visiting https://southwarkprivaterenters.org.uk/</p>
Personal Licences	<p>In order to sell alcohol at an event under a Premises Licence there must be a Designated Premises Supervisor. An individual holds this licence not a T&RA. You can find more information on the Licensing Act 2003 and download all of the application forms and detailed guidance from: www.gov.uk/guidance/alcohol-licensing</p>
Entertainment Licensing	<p>Required if your TRA provides music, dance or a play to more than 500 people. www.gov.uk/guidance/entertainment-licensing-changes-under-the-live-music-act</p>
Are you unsure of any of the above? Contact	<p>THE LICENSING SERVICE Advice and Guidance Further details of the licensing application processes and copies of application forms can be obtained from the licensing service. You can contact the service</p> <p>In writing The Licensing Service C/O Southwark Environmental Health & Trading Standards Business Unit, PO BOX 64529 London SE1P 5LX</p> <p>By phone: Customer service centre on 020 7525 2000 By Fax - 020 7525 5705 By e-mail: licensing@southwark.gov.uk By visiting the web site: http://www.southwark.gov.uk/info/200063/licences Andrew Heron Principal Licensing Officer Regulatory Services – Environment & Leisure 020 7525 5767 Email: Andrew.heron@southwark.gov.uk</p>
Hallmaster Online Booking and	<p>The online hall booking system is called Hallmaster, website http://www.hallmaster.co.uk/ Details of the booking system www.hallmaster.co.uk/booking.html</p>






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Invoicing System	<p>Details of the invoice / payment system www.hallmaster.co.uk/booking_and_invoice.html It costs £180 per annum you can try it out on the 90 day trial With the Hallmaster Online Booking and Invoicing System, TRA Committee Members to come together in one simple Online Hall and Venue booking and invoicing payment tracking system.</p>
INSURANCE	
Insurance – £5 Million Public Liability	<p>When an employee, volunteer or a member of the public is injured because of your negligence, they can bring a claim against you. This person is called a 'claimant'. These claims are covered by your Employers and Public Liability insurances. Claims for serious, life-altering injuries usually consist of:</p> <ol style="list-style-type: none"> 1. Compensation for pain and suffering 2. Future loss of earnings 3. Future cost of care (for serious injuries: 24-hour care for the rest of a claimant's life) 4. Other financial support (for example the cost of caring for claimant's children) 5. Legal and professional fees <p>Often a large lump sum is paid to the claimant. The most serious claims can go well into millions of pounds, especially for young claimants and those with high earning potential. If you control the premises that your T&RA meet or hold public events then it is advisable to take out Public Liability Insurance. Costs between £150 and £350 depending on your requirements Advisable to get a few quotes to compare. Visit:</p>
	<p>www.zurich.co.uk/charity-insurance Charities, clubs and community groups all rely on the goodwill of the public, from the day-to-day volunteering, to the kind donations, big and small. It therefore makes sense to protect your people and property to ensure their great work can continue in the event something goes wrong.</p>
	<p>www.volresource.org.uk www.worldwidespecialrisks.co.uk</p>
Event Insurance	<p>www.events-insurance.co.uk From fete to festival, the one off event policy will provide you with all the necessary cover, from £160 for £5,000,000 Public Liability indemnity</p>
	<p>www.ecclesiastical.com/ Specialise in charity insurance , education insurance , heritage insurance , care insurance , faith insurance and Anglican church insurance alongside a range of other insurance and financial services products.</p>
Access Insurance	<p>T: 020 8651 7420 W: accessinsurance.co.uk E: insure@accessinsurance.co.uk</p>

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	<p>Morton Michel and they are based in Croydon Social, Community & Voluntary Groups - group@mortonmichel.com 0845 2570 120</p>
	<p>www.caseinsurance.co.uk/select CaSE Select especially for charities with an income below £250,000 per year. Select provides excellent insurance cover with a specific tailor made charity policy. CaSE is a joint venture between a major charity (NCVO), a major charity law firm (Bates Wells & Braithwaite) and aQmen Ltd (a specialist charity underwriting agency). We only insure charities and social enterprises and our policy aims to meet your needs.</p>
	<p>Commercial Express CX Single Event provides tailored insurance for one-off events from street parties and village fetes to exhibitions. With up to 10,000 visitors our single event insurance will provide your clients with all the cover they'll need. 0845 094 8586 Simon Rowley</p>
	<h2>STREET PARTIES</h2>
Street Party Application	<p>Council Event Team If you advertise beyond the named street, to the general public you will require a Temporary Event Notice www.southwark.gov.uk/downloads/download/2987/street_parties</p>
Street Party Insurance	<p>Party organisers may decide to purchase public liability insurance to provide cover for the costs of accidents or damage which might result from the street party. Southwark Council no longer stipulates that you must buy this insurance. Many insurers offer specific street party insurance policies. As with any insurance you should check what is covered by the policy. Here are a few possible companies that offer street party policies: www.street-party-insurance.co.uk www.worldwidespecialrisks.co.uk/event-insurance/street-parties www.events-insurance.co.uk/pages/street-parties www.financeredirect.co.uk/insuranceproducts/streetparty/index.htm</p>
Live music licence & Recorded Music licence	<p>The joint licence To simplify the licensing process and reduce the administrative burden for licensees, PRS for Music offers a joint licence to community buildings on behalf of both PRS for Music and PPL. Visit prsformusic.com/ppljointlicence or call 0845 140 0090 Fee of £43.50</p>
	<h2>VERIFICATION OF TRA ACCOUNTS</h2>
SGTO	<p>Southwark Group of Tenants Organisation provides a verification service of TRA accounts (auditing) and photocopying service.</p>

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	<p>You are welcome to bring your TRA Accounts to SGTO for verification, which is a free service for all the Tenants & Residents Associations in the borough. Available Monday to Friday. www.sgto.org.uk SGTO, 19 Buller Close, Peckham. SE15 6UJ  0207 639 6718  amanda@sgto.co.uk    FREE TRA Services & Campaigning</p> <ul style="list-style-type: none"> • Free TRA Related Printing • Free TRA Account Verification • Free Support/Advice/Development (e.g: grant applications, banking issues, anything TRA related etc.) • Free Representation (in disputes with the Council) • Free Equipment and Games hire to TRAs' • DBS Checks, Youth Forum, Partnership working • We campaign for the housing rights of Southwark residents, anything you think is a problem in your community, we want to hear about it.
<p>Tracey Bankinson</p>	<p>BA (Hons), MAAT licensed and regulated by the AAT under licence number 7428. Former Member of Thurlow Lodge TRA Independent Financial Examination, Financial Accounting and Accounts Preparation & Bookkeeping 020 3667 3396 Mob: 07538 687767 Email: tracey@teban.co.uk</p>
<p>Grasiela Magalhaes</p>	<p>Grace offers to help any TRA keep their records along with the Treasurer, but will provide excel accounts each quarter and prepare them for SGTO for Audit. Payment negotiable. Will also audit accounts. Payment negotiable. Qualified in Law and Accountancy, member of Brayards T&RA Telephone: 07904 954824 Email: grasimaga@hotmail.com</p>
<p>Cash Davis</p>	<p>A highly dedicated, and motivated individual with a strong interest to use book-keeping to support voluntary and corporate organisations to meet their goals and strategies. Has a combination of qualifications as well as administration, A charge of £10 - £12 per hour for book-keeping services, willing to visit and to help/assist TRAs to prepare their accounts. Committee Member of local TRA Mobile: 07961 728 803 E Mail: cashgbr@hotmail.co.uk</p>

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	TOILETS
	Event organisers are legally obliged to provide various basic facilities for the attendees of events
Portable Toilets	<p>Company: Davlav Weekend same day delivery Delivery Collection £300.00+VAT Standard toilet: £60.00+VAT Disabled toilet: £95.00+VAT Delivery on Friday and Collection on Monday Delivery Collection £60.00+VAT Standard toilet: £60.00+VAT Disabled toilet: £95.00+VAT www.@davlav.com</p>
	<p>Simplyloos Telephone: 0800 783 4710 Or: 020 8532 7878 Email: info@simplyloos.co.uk www.simplyloos.co.uk</p>
	BOUNCY CASTLES
Bouncy castle/facepainters etc	<p>www.bouncycastleclub.co.uk We offer a large selection of Fantastic Bouncy Castles & Games to hire at affordable prices. Our reputation is built on years of Great Customer Service, Price & Reliability! Email; lax@bouncycastleclub.co.uk <lax@bouncycastleclub.co.uk></p>
Bubble & Bounce and Face Painting	<p>Free Delivery, Fleet of modern Bouncy Castles and Soft Play State of the Art Disco Equipment, Child Friendly Entertainers & Staff, All Staff CRB Checked, Member of the BIHA, Liability Insured Company. Cost Large Castle £90 Adults and children. Highly recommended. London SE4 0208 333 0191 Email hire@bubbleandbounce.co.uk Web: www.bubbleandbounce.co.uk</p>
jsentertainments	<p>Bouncy Castles & Inflatables Bouncy Castles available in all sizes! Penalty Shoot Out, Fun Runs, Bouncy Slides, Gladiators, Bungee Run, Bouncy Boxing, Twister!!! Sumo Wrestling, Balloon Blaster, Rodeo Bull, Bucking Brunco, Giant 4 Lane Scalextrics, Fun Foods/Catering, Pop Corn Candy Floss, Slushed Drinks Machine & Chocolate Fountains, Tea Stalls, Tea Urns available to hire or we can provide a complete tea & coffee service!</p>

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	<p>Other Items Essential funday items not to be forgot! Tables, Chairs, Marquee, Gazebos, Bunting, Balloons, Staging, Lighting & PA Systems FEE Bouncy Castle, Scalectics and Candy Floss cost approx £800 www.jsentertainments.co.uk</p>
Shelle N Dee	<p>15ft by 18 ft Jungle Bouncy Day Hire £95 Service operator £10 per hour Tel:07895 035033 Email: shellyndee@hotmail.co.uk www.sndbouncycastles.co.uk</p>
Lists	<p>www.biha.org.uk/Bouncy/member_list.asp?mbacl=London List 41 companies in London who hire out bouncy castles.</p>
	<p>PARTY SUPPLIES</p>
Party Packs	<p>Specialise in the supply of theme decorations, costumes, fancy dress, party and Christmas goods and an extensive range of party balloons, tableware and novelties for those who cater for children's parties. www.partypacks.co.uk Tel: 01749 872080</p>
Yellow Moon	<p>Stock up on novelty goodies and themed gifts in convenient multipacks, designed to make your party planning a breeze. Science kits and games to play time puzzles, and activities to aid and improve numeracy and literacy. www.yellowmoon.co.uk Tel: 0844 826 8684</p>
Links Event Solutions	<p>Supply you with anything you need to support your event: from folding chairs and bouncy castles, PA systems, marquees and staging, to face painters and creative workshops. Browse our list of products and services by category to find what you're looking for. Alternatively, take a look at our handy event planning tool: 'build your own quote' – which allows you to create a shopping list – send it to us and we'll get back to you with a quote within 2 working days. Pedal Karts - highly recommended. Give us a call on 020 7476 2860 or email us to see how we can help. www.linkseventsolutions.org/event-hire</p>
Mascots Come to Play Parties	<p>The solutions to providing you with the perfect party experience. Be it a birthday party, children's party, or charity fun days, no event is too big or small for us. Just relax and take advantage of our Party Planning Service or Dynamic Packages and let us put together a fantastic, fun filled event that you and all the children will remember for years to come. Cater for children or all ages. Tel: 07957057178 www.mascotscometoplayparties.co.uk</p>
Balloons of London	<p>Sell balloons Tel: No 020 7231 7779 Steve Durnford Email: enquiries@balloonsoflondon.com Unit 2 Rotherhithe Business Estate, 214 Rotherhithe New Road, London SE16 3EH</p>

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Gordon's Balloons	Supplier of party supplies, chair covers, table clothes, back drops, complete hall decoration for events. Telephone: 07725 917 905 Facebook page: Gordons Balloons
Banners	F1 Banners 0800 019 8483 A 1m x 3m is £75 plus VAT A 1m x 750mm is £25.00 plus VAT. Postage and Packaging is £12.00 Metal eyelets as standard for easy fixing. Heavy Duty PVC Banner Materials are used. Completely Weatherproof. Database of over 100,000 images to choose from to give your design some punch. Email:darren@f1graphics.co.uk
CATERING	
Elite Global Snacks and Catering Service	Specialist in freshly prepared snacks for all occasions; Joyce will provide snacks for your Committee and General Meetings. Meat Pies, Chicken Pies, Vegan Pies, Sausage Rolls, Puff, Chin-Chin and African dishes. Rejoice tel: 0753 320 6367 Joyce Da-Silva <elitesnacks234@gmail.com>
NAS Exotic Foods	West African/African food products and Street Food Caters Nina Howard lives in Southwark and is a member of her local T&RA Mob 07507 422871 Email: nasexoticfoods@gmail.com web address www.nasexoticfoods.com.
Leisure King Can provide all your requirements for an event/Funday	Welcome to Leisure King. We hire fun foods and fun activity equipment for all event types. Have a look around the site, products can be found from the drop down menus above or navigate via your event type on the left. Whether your event is a Funday/Event or a community fundraiser we can offer you a great range of products and services at a great price. If you can't find what you're looking for, or want to book, just call 01322 479909 or email info@leisureking.biz for more information. Web: www.LeisureKing.biz
Specialists in ice cream	The original PROMO ICE CREAM van company; leading the industry for the last 30 years www.promotionalicecreamvans.co.uk Tel 01708 226507 / 07733 894782 Cost approx. £500 for 250 free delicious ice creams Call: 01708 226507 / 07733 894782
Candy Flos	Candy Pop Crew Tel:07950211345 / 07538286228 Email: candypopper@live.co.uk
Delicious Cakes	Quote for cakes (very good quality supplied Southwark Show) Round cakes

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	<p>5 cakes cost £110 will serve up to 60 portions 10 cakes cost £ 220 will serve up to 120 portions Square tray bake cakes 5 tray cakes cost £100 will serve up to 75 portions 10 tray cakes cost £200 will serve up to 150 portions</p> <p>Email: stewartcakertree@yahoo.co.uk Naomi 07473700777</p>
Manuel:	<p>BBQs etc, charge between £3.50 and £4 per person according to the size of the BBQ. For example, for 100/110 people, which is always the minimum number, it will cost £400 We are community-minded and always listen to the organisers' requirements. Please note; plates, cutlery, napkins etc... must be provided by the T&RA. Manuel 020 7277 4629 or 0790 330 1463 Email: manumonade@hotmail.com</p>
Cater4u Afro-Caribbean, English, Mediterranean & African food	<p>We specialise in Afro-Caribbean, English, Mediterranean & African food. The services we offer are Drop Off Delivery Service, Buffet Service, Professional Waiters, Table Linen, Cutlery, China, Glassware, Chair Covers and Decorations. We organise and cater for all types of functions such as: Events, BBQ's, Birthday Parties. Costs £10 to £15 per head for cooked food, £5 to £9 for sandwiches. denise@cater4ucatering.co.uk</p>
Souperlicious Caterers - British and Carribean	<p>Come highly recommended. For all your catering needs, weddings, birthdays, any event. Phone us to find out the wide selection of food to choose from, meat, fish, vegetarian, all of our meat is halal. Valerie: 07957 914 125 Millie: 07852 869 440</p>
Eden Catering	<p>Our bowl food provides great tasting food which can be eaten standing or sitting. They are available in two portion sizes. One Main Bowl size provides a main course portion. It is delivered to your premises or venue ready to serve. Staff can be hired to help with service and for some menus, chefs and waiting staff will be required. Tel: 020 7803 1211 www.eden-caters.co.uk</p>
Souldeliciouz	<p>Joyce is a member of Pelican T&RA and has provided refreshments on a number of occasions. Highly recommended. Specialising in Nigerian and Jamaican Party foods. Catering for Parties and Events. Contact Joyce Jerome 0741 539 6027 Email: contact@souldeliciouz.com</p>
Catering 2order Ltd	<p>Catering2order was established in 2006 as a Social Firm providing a variety of catering services to local business, community groups and local authorities John Charles TEL: 0871 2882 720 MOB: 07957 371747 WEB: www.catering2order.com</p>

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	ENTERTAINERS
MS Entertainment	<p>Providing everything you need for your event we are able to offer the very best in event entertainment and management. We have a huge amount of resources to call on and can cater for all your events both large and small. We can supply:</p> <p>Magicians and Magic Acts, Mobile Disco's / DJ's, Catering / Bespoke Cake Making, Photography / Filming, Face Painting Balloon Modellers, Specialty Acts, Toastmaster / Master of Ceremonies, Bouncy Castles / Inflatable Games</p> <p>The list above is a sample of the services we offer however, If there is anything else you would like please do not hesitate to ask. Please call on 07951 155258 or email us at mike@msentertainment.co.uk with your requirements and we will be happy to help.</p>
Baxter Party Services	<p>We provide everything that your party/funday needs; bouncy castles, Children's entertainer, ball pit, face painting, soft play, sweetie cones, balloon modelling, glitter tattoo's, disco/DJ, art and crafts, party games, prizes.</p> <p>We will have to use a local/hall electric power supply for the bouncy castles. (They also clear up the rubbish!)</p> <p>www.baxterpartyservices.co.uk sales@baxterpartyservices.co.uk 0203 016 7481 mob: 07950 287 237</p>
Variety Collective	<p>Variety Collective is now in its 25th year, with many different types of acts on its books, particularly mature singers for a mature audience. You can contact Annie at: annie@variety-collective.co.uk Tel: 07493 025060 Lloyd Ellery www.lloydellery.com</p>
Bedlam Bunch,	<p>A group of lively, happy characters specialising in children's entertainment for events. We offer a range of packages, from pure entertainment to complete party care with decoration, face-painters, bouncy castles, catering and party bags.</p> <p>We are all professional children's entertainers with many years of experience and we are committed to making your day a sensational success. We bring with us lots of colourful fun and wild activity including interactive adventure stories, games, balloon-modelling, magic, dressing up and puppet shows.</p> <p>Rosalind and the website is www.thebedlambunch.co.uk telephone 0208 133 5965 and 07846 068 583</p>
Dainty Sue	<p>Children's entertainer can offer loads of fantastic children's birthday party fun for lots of different age ranges. Sue can offer a marvellous mixture of mirth, magic and merriment for all.</p> <p>Sue can entertain with a marvellous magic show (with loads of audience participation!), amazing games, balloon modelling, story</p>

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	<p>telling, bubble machine, dancing, Scruffy the puppet, clowning, plate spinning, circus skills, and parachute games too. If there's enough time she can also do face-painting, but remember that it can take up to five minutes per child's face. She provides her own music system. She can also provide a circus workshop for an older child's party, and can perform feats of daring and danger such as braving the bed of nails.</p> <p>For your peace of mind Dainty Sue is CRB checked and has full Public Liability Insurance. Susannah Ford 07899 771 297 Email:sue@daintysue.com 57, Knapmill Road, Bellingham, London,SE6 3TA. www.daintysue.com</p>
<p>Land Of Noo – nicky</p>	<p>Email:info@thelandofnoo.co.uk 07977 259 737</p>
<p>Custard Storm – circus</p>	<p>Custard Storm Productions has been put together by two people who have a great commitment to the circus industry. With our versatile team of extremely skilled and talented artists we can provide circus entertainment for every occasion. Whether you're looking for stilt walkers, acrobats, fire performers, face painters, street performers, jugglers, or a circus skills workshop.</p> <p>Normal prices Circus Workshop £250 for 4 hrs (alternating times with face painter or stilt walker) Stilt walker and balloon modeller/ magician/ puppets £250 for 3-4hrs Face painter £200 for 4 hrs Total- £700 If this is made as a block booking for all these the cost could be reduced by £250 and you would pay £450</p> <p>Kelly Anderson Company Director and Administrator 07891713348 www.custardstorm.com</p>
<p>Miss Squiggles</p>	<p>Professional party entertainer will bring magic touch to your party and ensure the children have lots of fun with games and activities, face painting, balloon modelling, magic show and bubble machine! I also bring presents and the best childrens party music on my Bose music system.</p> <p>I have 5 years experience of delivering parties, insurance and crb checked. Tel 07815952691 www.kidfunparty.co.uk Recommended By TRA</p>

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<p>Chaplin Travelling Panto</p>	<p><i>Beauty and the Beast</i> - a mini panto, interactive fun aimed at ages 3 to 12. Cast of 3. (Approx £650) <i>Jack and the Beanstalk</i> - a gold panto, aimed at ages 3 to 12. Cast of 5. (Approx £900) <i>A Christmas Carol</i> - a platinum production family show. Cast of 6 plus 1 technician. (Approx £1300) www.chaplinspantos.co.uk</p>
<p>Boo Hiccup</p>	<p>Boo Hiccup loves to amaze with his incredible and funny stage shows, is a wonderful walkabout magician, and is the perfect entertainer and host for children's birthday parties and other family events. For birthday parties, as well as a full comedy magic show, he makes an array of marvellous balloon models, he hosts hilarious party games, and he has also some lovely puppets for children to meet. Fun with dancing and music too, and entertains with stilt-walking, unicycling, and is an entertainer full of fun, humour and boundless energy. Full comedy magic show, puppet appearance, balloon animals, clowning, close-up magic, games, competitions, party dancing and more!!! Fees for Saturday and Sunday afternoons, at times between 1pm and 7pm: £225 for two hours, or £195 for 1½ hours. All other times are £190 for two hours, £160 for 1½ hours, and I also do a one hour party for £135 on weekdays and weekend mornings. Andy Boughtflower. www.boohiccup.com</p>
	<p>MAGICIANS</p>
<p>Virtual Reality</p>	<p>A person using virtual reality equipment is typically able to "look around" the artificial world, move about in it and interact with features or items that are DEPICTED IN goggles. Hire costs are £40 ph, which includes up to 2 Virtual Reality headsets, plus operator, website, https://virtual-reality-hire-for-events-03.webself.net/ "Experiences range from a 25 minute journey to the moon on board the Apollo 11 mission, dance and music fun, fast paced shootin' rollercoaster or relaxing meditation on a sun scorched beach, you choose." Our setup time at your event will have you in VR within minutes. Email: info@darkeneddesign.co.uk or text to :-07947 149 420.</p>
<p>Tony Allen Magical Services</p>	<p>07855 881391 or 07854 898288 Per day £200 to £300 Reports say that he is very good, magic, balloons, good with children.</p>
<p>World of Magic Peter Mckenna</p>	<p>Peter will include sweets throughout his act to help create that special party atmosphere. Special prize for the birthday child. Also available for; Fun days, Birthdays, Weddings Etc. Call Peter now on: 0203 221 3070 to book your party. www.petermckennasworldofmagic.co.uk</p>

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	Member of The Magic Circle. Recommended by TRA
	ARTS AND CRAFTS
Craft Supplies	Art and craft products to keep the kids busy, including badge making, educational games, kids crafts, bunting, flags, temporary tattoos, face painting packs, balloons, tombola and party bag fillers. Charity fundraising products, ideas and items. For Easter, Christmas, Mother's Day etc www.bakerross.co.uk .
Cooltan Arts	We run a varied programme of creative workshops from our vibrant arts centre in Southwark's lively Walworth Road, near Elephant & Castle; these include visual arts, batik, digital arts, video, poetry, and performing arts. Our activities include exhibitions, public art projects and websites which help break down the stigma of mental distress. CoolTan's gallery/performance space offers other local community projects somewhere to exhibit and our volunteering programmes offer meaningful engagement and the opportunity to learn useful skills. We underpin all our activities with advocacy. clara@cooltanarts.org.uk
Arts Express	Visual arts education charity that is dedicated to making the thrill and joy of creating a work of art available to everyone. We take visual art materials and equipment into the community and engage all ages in making art. For example we run a stone carving festival annually in Peckham, South London, where anyone can use carving tools to make a sculpture. We run workshops in community centres and public events that give people the opportunity to try their hand at a range of different activities including stone carving, wood carving, printing, painting, drawing, mosaics and ceramics, amongst others. Damion Viney Artistic Director 186 Peckham High St, London SE15 5EG www.arts-express.org.uk 020 7635 6709
Art Stars	Run by visual artist Li Williams. Art Stars provide bespoke projects and drop in art and craft workshops for community events, outreach projects, galleries and schools. All projects are tailored for particular needs and abilities and all ages including adults, catered for. I have over 15 years experience, am CRB checked and have PLI. References on request. Prices start from £100 per half day workshop (up to 4 hours). This includes preparation time, and setting up. We also provide a professional face-painting service starting at £120 per half day (4hours). And £200 for 4- 8 hour day. li@theartstars.co.uk Art Projects: https://www.facebook.com/ArtStarsLondon?ref=hl

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	<p>Face painting: https://www.facebook.com/artstarsfacepaint?ref=hl</p> <p>Li Williams is the secretary of Albert Barnes House TRA, SE1</p>
	<p>BICYCLES</p>
Bike Fixing Workshop	<p>Basic bike maintenance course, bring your bikes along for fixing. Nicholas 0785 9821 918 Pempeople@gmail.com</p>
	<p>Will fix bikes at your event and will give basic cycle skill sessions. www.cycleconfident.com Email: contact@cycleconfident.com Tel: 0203 031 6730</p>
	<p>FACE PAINTERS</p>
Face painters Alice	<p>7610 4960 07939 005677 Email:alysfacebodyart@aol.com I charge for 2 hours £80. 4 hours will be £160 for myself and another FacePainter. I always provide another Face Painter for a 4 hours Event of unlimited children. Otherwise I charge £ 129 for 3 hours.</p>
Pauline Phipps	<p>Face painter, lives in Southwark. On a professional basis she has worked worked with children and is fully compliant with all necessary DBS checks. Email; Cheekymonkeys40@hotmail.com</p>
Sue	<p>Delighting kids and adults with fun and creative face painting designs. Good reports, lives on the Lettsom Estate in Peckham. Tel:07940 101 226 Email: sue.c2@ntlworld.com</p>
Cynthia	<p>Magic Painters are professionals in the field of children's entertainment, providing: Face-painting, Novelty hair wrapping, Arts and crafts workshops Musical minstrels, Story telling, Games, Clowns, Balloon modelling If you are planning a party or a special event — where children need entertainment — and you want that extra colourful sparkle to brighten up the day, we can be there to provide that extra service. Public Liability insurance to £10,000,000 07940257372 www.magicpainter.co.uk</p>
	<p>ANIMALS</p>
Reptile Roadshow	<p>Reptile Roadshow is a family run business that gives you and your children a chance to meet our friends from the Reptile and Animal Kingdom, face to face.We will introduce Lizards, Snakes, Tortoises, Millipedes, Frogs, Chinchillas and other small creatures during your event. We are a totally hands-on show, carried out under expert supervision. Reptile Roadshow has a very strict Health and Safety policy and supply anti-bacterial washing facilities at all events. We are C.R.B. checked and carry Full Public Liability.</p>

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	Require 3 months notice Approx £375 per day Recommended by TRA www.reptileroadshow.co.uk tel 01908 640 072
The Surrey Docks Farm – Mobile Farm.	The Surrey Docks Farm – Mobile Farm. The core remit of our farm is one of education. Teaching people about animals, how to care for them and where food comes from. Our mobile farm is a valuable tool in helping us connect the wider community with farming in a modern world. Our Mobile Farm is a perfect fun attraction for schools, fairs and fund raising events. We can offer an animal visit from £450/£500 which would include a selection of goats, sheep, pony, chickens, ducks, rabbits, guinea pigs and ferrets. Highly recommended Surrey Docks Farm, Rotherhithe Street, London, SE16 5ET www.surreydocksfarm.org.uk Telephone: 020 7231 1010
Reptile Roadshow	Reptile Roadshow is a family run business that gives you and your children a chance to meet our friends from the Reptile and Animal Kingdom, face to face. We will introduce Lizards, Snakes, Tortoises, Millipedes, Frogs, Chinchillas and other small creatures during your event. We are a totally hands-on show, carried out under expert supervision. Reptile Roadshow has a very strict Health and Safety policy and supply anti-bacterial washing facilities at all events. We are C.R.B. checked and carry Full Public Liability. Require 3 months notice Approx £375 per day Recommended by TRA www.reptileroadshow.co.uk tel 01908 640 072
Birds and Beasts	Showcasing an impressive display of birds of prey on perches with name badges, with Falconers on hand to answer questions, two crown engaging flying demonstrations can be given showing the amazing feats of the birds in flight. Owls, Hawks, Eagles and Peregrine Falcon reaching speeds of 125 miles per hour. www.thehawkingcentre.co.uk Tel 01795 473680
	MUSIC
Controlling Excessive Noise	The Sentry Lite is to monitor the sound level in the venue and if it is exceeded for a set time limit then a mains contactor cuts the power to the sockets you wish to control. These systems are used when the acts bring their own equipment (amps and speakers) as it measures the noise level via either the built in microphone or an external one. Ian McDonald <ian@formula-sound.co.uk>
ABBA Stars	With Over 19 years of experience in UK and Europe, Abba STARS UK is one of the UK's NO.1 Abba Tribute Bands. Featuring some incredibly talented singers and musicians they offer one of the most captivating and authentic tributes to one of the

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	greatest bands of all time. With tight harmonies, replica of costumes, hint of humour and audience participation it's a great entertainment for every occasion! www.abbastars.co.uk
Mav Duo	Harp and Cello – “A musical dream” ideal background music for an event where you wish to talk and chat. mavmusicduo@gmail.com tel: 07394118018, 0751 878 4995
Surplus Sound	Based in Peckham. They hire out sound and lighting equipment and are very good. https://www.facebook.com/surplussounds 07903 652149
Kevin James Vocal Entertainer	Music from the 50s, 60s, 70 & 80s. Day centres, Care Homes, Parties, TRA events. Call 07902 259098 beachedboyuk@yahoo.co.uk
Basement Crew	Southwark based Nine piece band, six singers, Country and Western, Irish, Bob Marley etc. Local community groups, street parties, fundays, events, lunch clubs. Della tel: 07932 431 464 www.Thebasementcrew10@hotmail.com
African drummers (Kakatsitsi)	The community rate for a 4 person group would come to £350. For this we can do a number of workshops and a performance, something we have done successfully for a number of fun days on Southwark Estates in the past. www.indigenouseople.org.uk Steve tel: 07766 566691 020 7793 1083
Latin Soul Band	Latin Soul band, call Philip on 0746078770 for T&RAs they charge approximately £700 per day Latinsoulband2015@gmu.co.uk
Steve Barbe	"Sing-and play-alongs" for a wide age-range with popular songs - Drumming workshops, including junk percussion - Music, movement and storytelling for early-years - original music performed - original and fun musical activities which particularly appeal to children. Member of Cossall T&RA Contact: Steve 0207 732 7782 Email: rwcmsstevebarbe@yahoo.co.uk http://roywellscollageofmusic.org/
Nzinga Ra	Professional storyteller and musician specialising in education from nursery age to 10/11 years old. Live music provided, will cater to your requirements. Cost; One hour £175, Two hours £225, Three hours £350 South London man all licences fully insured. Contact Winston Tel Mob: 07960079231 Land:0208 6489943 Email: nzingaarts@hotmail.com www.spudandyam.co.uk
Rapture Street Sounds	We do provide a range of services as our arsenal of equipment is quite vast. We can cater for small parties, to large festival events. Below are some basic prices, details on what they included will be available upon request. Small P.A system £150.00 includes DJ

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	<p>Large P.A system £500.00 includes Dj's and sound Technicians. Both setups include delivery and collection. Clinton L Ottey, 7 James Joyce Walk, Shakespeare Road, SE24 0QT TEL:0791 715 4364 masterclo_55@hotmail.com</p>
Glen Staines	<p>"Frequency9" All types of music provided. Will cater to your needs £200 to £500 depending on your requirements and duration of event. Happy to negotiate a price that will suit your Tenant and Resident Association. Local man all licences and fully insured. Smoke machine, lasers and lights Tel: Mob 07960088829 Land 02086446369 stainesglen@yahoo.co.uk</p>
2Shy Entertainment - Music performers	<p>A group of talented music entertainers and DJs, specialising in the latest African sounds, but equally at home with other kinds of music. Contact: Edwin "Deejay Bonz" 07958 635274 info@2shyentertainment.com www.2shyents.com</p>
Variety Collective For Senior Citizens	<p>Since 1983 Mickie Driver has toured his one-man shows throughout Britain, working in homes, sheltered units, hospitals, arts centres and theatres. Everyone applying to join the Agency is seen in a working situation and only the very best and most suitable are selected. All are full time professionals prepared to work at less than their usual fee to make their services affordable. Variety Collective 47 Walpole Road LONDON N17 6BE Tel: 020 8881 9592 Fax: 020 8365 7840 mickie@varietycollective.co.uk www.varietycollective.co.uk</p>
Long Tall Mick - Songs and Acoustic Guitar	<p>Mick sings his own Country and Western style, performing classic songs and also his own material. Contact: Mick 07788 477012 micklynes@yahoo.co.uk www.reverbnation.com/longtallmick</p>
JLMEVENTS DISC JOCKEY	<p>Michael member of a local T&RA. Gives a discount for T&RAs Telephone: 07903 035 722 Email: jlmevents@hotmail.com Website: jlmevents.co.uk</p>
	EQUIPMENT HIRE
Yahire (have a good reputation)	<p>Folding chairs £1.20 per item Trestle table £4.99 per item Gazebo 3m * 3m £40 each or £30 for 2 Gazebo 4.5m * 3m £60 each or £50 for 2 Delivery & collection £60 26-28 Wilds rents, Unit 4a, London SE1 4QG 020 7112 8511 info@yahire.com www.yahire.com</p>

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<p>SGTO Gazebos</p>	<p>SGTO also have tables and chairs Tel:0207 639 6718 www.sgto.org.uk Email: info@sgto.co.uk</p>
<p>Furniture Buy Tables and chairs</p>	<p>UK's PREMIER SELLER of contract furniture, stacking chairs, folding chairs, banqueting chairs, folding plastic tables and plywood trestle tables. www.ningbo.co.uk 0845 121 4656 sales@ningbo.co.uk</p>
<p>Viking</p>	<p>info@online.viking-direct.co.uk Sell all office supplies and will deliver to your hall. Payment by Direct Debit card, very reliable.</p>
<p>OTHER SERVICES</p>	
<p>Sporty Smalls Rudie Masukume</p> <p><i>Encouraging Energy, Excercise & Excellence Early</i></p>	<p>Rudie has a Level 2 in fitness instruction and over 3 years experience teaching physical activity to children aged 18 months upwards. Offering fun and social mobility classes for ages 2-5. Toddler athletics is less about form and more about exploration of movement so all abilities welcome and encouraged. Young children will practice key areas such as throwing, jumping and running; as well as gain new skills through cerebral and physical activity. Available for regular weekly sessions, preferably located in TRA halls. Free first trial session and parents must stay during session. CRB checked and trained in Paedistric first aid. contact: babbydino@hotmail.com</p>
<p>Keith Beckles</p>	<p>Photographer of 14 years experience of magazine editorials, PR, fashion, portraits, community events and weddings. Contact: keithbeckles@gmail.com website: http://keithbeckles.com/</p>
<p>Kathy Atkins Children requiring with additional needs</p>	<p>I have taught children and young people for more than 30 years with additional needs from Social, Emotional and Behaviour difficulties, autism (both complex and Asperger's) etc. During this time I have supported parents and carers with application forms, visiting alternative provisions and methods of working with their children. I have chaired annual reviews with social workers, doctors, educational phycologist, police and probation service etc. As well as sat on panel meetings at Southwark.</p> <p>If you come across any families who need help with the paper work for their child I am happy to help.</p> <p>Best way for them to contact me is via email atkins_kathy@icloud.com I is a different email to my personal email just to try to keep organised.</p>
<p>Go Potty Plant flowers and plants</p>	<p>Flower bracelets and flower jewellery for children and adults at fun days they take them home it's £275 for all materials and plants flowers etc Phone number is 07506 779 638 Email: victoriajane20102010@hotmail.co.uk</p>

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<p>Dog free Microchipping</p>	<p>We hold Free Responsible dog ownership events At the events we offer free Microchipping, low cost neutering vouchers, fun dog agility and on the spot training, and general advice on dog ownership. We also give out free poop bags and soft but strong collars and leads. If you would like us to come along and attend any events don't hesitate to get in contact. ione.brownlie@dogstrust.org.uk Dogs Trust - A Dog Is For Life London Campaigns Assistant website at www.dogstrust.org.uk or call us on: 0207-837-0006</p>															
<p>Portrait Artist (5 Minute) Nicholas Merton</p>	<p>Professional portrait artist Charges £35 an hour, lives in Peckham and is a committee member of Pelican T&RA 0207 703 3995 07932 895 336 www.nicholasmerton.com email:mertonsmiths@yahoo.co.uk</p>															
<p>Head massage</p>	<p>Jacqueline Rhule The cost for a therapist providing head, neck and shoulder massage (Indian head massage) along with health advice is £65/hour. A team of therapists is used for health and wellbeing events should you require more than one. www.serenityandbalance.com info@serenityandbalance.com 07958 362 021</p>															
<p>Massage (Indian Head or Hand and Arm)</p>	<p>Marva Donaldson The cost for Indian Head Massage or Hand and Arm massage sessions are £30.00 per hour for organisations, or £5.00 per person for 15 mins. These prices are for events only. For private sessions, prices are available on request. Email:kdiskid@hotmail.com Tel:07946776421</p>															
<p>Dance Instructors</p>	<p>Gemma Hoddy 07957 962 910 Email:Gemz67@aol.com</p>															
<p>Transport</p>	<p>Densel</p> <table border="1" data-bbox="478 1836 1300 2027"> <thead> <tr> <th>SERVICE</th> <th>WEEKDAY</th> <th>WEEKEND</th> </tr> </thead> <tbody> <tr> <td>Self loading</td> <td>£20 p/h</td> <td>£25 p/h</td> </tr> <tr> <td>Driver loading</td> <td>£30 p/h</td> <td>£35 p/h</td> </tr> <tr> <td>Two men</td> <td>£45 p/h</td> <td>£50 p/h</td> </tr> <tr> <td>Three men</td> <td>£55 p/h</td> <td>£60 p/h</td> </tr> </tbody> </table>	SERVICE	WEEKDAY	WEEKEND	Self loading	£20 p/h	£25 p/h	Driver loading	£30 p/h	£35 p/h	Two men	£45 p/h	£50 p/h	Three men	£55 p/h	£60 p/h
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	<p>The rates above apply to our standard van size which is a Mercedes Sprinters or equivalent. A two hour minimum applies to most jobs. Densel's mobile number: 07930 922 059 Email: vanjobs4u@gmail.com</p>
London Minibus	<p>Minibus with driver up to 16 seats. Days out, Theme Parks etc David 07707 235129 Email: the londonminibus@gmail.com</p>
Channel Ramps	<p>The Telescopic Economy Channel Ramp is suited for those that need unlimited adjustability and easy storage. Available in 4ft, 6ft, 7ft, 8ft, 10ft and 12ft lengths, they are extremely versatile and ideal for home and commercial use. Price and capacity stated is for the PAIR. We have the 4ft, 5ft or 6ft long ramps. www.theramppeople.co.uk</p>
First Aid	<p>St Johns Ambulance, who can provide first aid cover at events: www.sja.org.uk/sja/about-us/event-services.aspx May offer a discount if it is a community event.</p>
Security Service	<p>SB Solutions Ltd. Daniel Wadey tel; 02392598467/07545513101 cost for three people for five hours is approx. £270 www.sbsecuritysolutions.co.uk</p>
COMMUNITY SERVICES	
Hyperoptic	<p>Hyperoptic are working in partnership with Southwark Council to connect Council owned properties to full fibre broadband Joseph Hull team Leader Mobile 07796 177 356 Email joseph.hull@hyperoptic.com</p>
Free Sainsburys Food and books £1 each	<p>Free food from Sainsburys of Denmark Hill (which is a day or two out of date. Thursday and Friday at the Albrighton Community Centre, Albrighton Road, Albrighton Community Centre, 37 Albrighton Road SE22 8AH tel: 0207 737 6186 Email: Jackie.mustoe@albrightoncommunitycentre.org Transport Links Bus routes: 40, 176, 185, 484. Alight at Champion Hill (Dog Kennel Hill School) walk down hill to Albrighton Road</p>
Free Hall Hire at Cambridge House	<p>Does your organisation fight poverty, confront social injustice, tackle isolation, empower people, or challenge the status quo in Southwark and beyond? Then you could be eligible to hire a space in Cambridge House free of charge! Sign up here: As Cambridge House enters its 131st year as an anti-poverty and social action hub in Southwark, we want to support organisations and community groups that bring about positive social change. For more info, contact Luka at llecoutteux@ch1889.org Cambridge House, 1 Addington Square, London SE5 0HF 0207 358 7000</p>

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	<p>www.ch1889.org Registered charity 265103 - Company Limited by Guarantee 105006</p>	
Books	<p>If available we give away free books to residents. Nicholas 0785 9821 918 Pempeople@gmail.com</p>	
Community RePaint Free Paint	<p>If you or your family are on low income or if your community group, premises or hall needs a coat of paint we can help. Contact: Southwark Reuse and Recycling Centre, 43 Devon Street, London, SE15 1AL www.communityrepaint.org.uk</p>	
Funding	<p>Lots of funding information, how to complete an application, useful tips on how to organise your group/TRA into an effective organisation and potential sources of funders on this site below: For an electronic copy please email: Harold.markham@southwark.gov.uk</p>	
Fire brigade (Peckham)	<p>Michael McGurran – station commander Peckham 7277 2376 07717517316 Email: Michael.mcgurran@london-fire.gov.uk</p>	
	<p>Teenage Pregnancy Advice Unit - and health bus Email: Charlene.fuller@southwark.gov.uk</p>	Yes
XLP Bus	<p>XLP Bus (playstation stuff) The XL-R8 Community Bus Project has been at the heart of XLP's community work for the past eight years. Children and young people have a place to get teaching and advice, educational support and a sympathetic ear along with access to computers, games consoles, music studio, chill out space, arts and crafts areas. Travelling to 14 estates each week, the 2 double-decker buses provide hundreds of children and young people with a safe place to engage in positive activities and learn outside of school hours.</p> <p>The buses are equipped with laptops and internet to provide a homework space for those with no IT access at home, as well as games consoles, arts and crafts materials and an area to sit and chat. On each estate the project is run by experienced staff who serve as great role-models to the young people. XLP understands the importance of consistency in the lives of young people, and so invests in communities for the long-haul, with a strong emphasis on building relationships with young people and families.</p> <p>If you would like to get in contact with the XL-R8 Community Bus Project please email darach.pokorny@xlp.org.uk</p>	

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	COACH HIRE	
Go-Ahead London Coaches and Buses	<p>https://www.goaheadlondon.com/events-and-hire/hire</p> <p>One of this company's managers is Kyle Simmons, a member of a Southwark TRA who may be able to offer a favourable rate to TRAs Email: kyle.simmons@magdalenhall.community</p>	
Kura Coaches	<p>If you are a business or a school needing either coach or minibus transport or vehicle tracking software, email hello@ridekura.com or alternatively call us: www.ridekura.com</p> <p>For Businesses  020 8154 1720</p> <p>For Schools, Colleges or MATs  020 8154 1726</p> <p>The coaches range from Standard to Executive Coach Hire and Coach hire vehicles range from minibus hire, through to mid size standard and executive coaches up to 75 seat double deckers.</p>	
<p>Anderson Travel</p> <p>(Good Value e.g. £675 Trip to Hastings or Margate June 2017)</p> <p>Toilets on the 49 seater but not the 53 seater</p>	<p>Has been providing clients with first class coach travel throughout the UK and Europe for 25 years.</p> <p>Centrally based in London, operating from our own depot close to Tower Bridge, we are perfect for any trip, tour or travel experience. We have a large client base which includes many blue-chip companies, schools, tour operators, private hire clients and sports clubs. No service is too big or too small for us.</p> <p>We can provide a range of coaches from 8 to 57 seats, all to luxury specification with air conditioning, reclining seats and PA Speaker Systems as standard. Many in the fleet of 28 vehicles have added facilities such as refrigerators, DVD Players, hot drink machines and extended leg room. Environmentally, our coaches meet the highest standards in our field, exceeding the London Low Emissions Zone regulations.</p> <p>www.andersontravel.co.uk</p>	