**EVENT EVALUATION FORM**

Your opinion matters and your responses will be of great value to the Federation in planning future events. We would very much appreciate it if you could take a few minutes to complete this form and return it to WI Centre as soon as you can.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Event | | Venue | | |
| Name of Event | | | | |
| Your WI | | | | |
| Please tick here if you have joined your WI in the last two years. | |  | | |
|  | *Sun*Very Good | *Partial sun*Good | *Cloud*Adequate | Poor*Lightning* |
| Pre-event advertising/information |  |  |  |  |
| Venue facilities |  |  |  |  |
| Parking and public transport facilities |  |  |  |  |
| Event format |  |  |  |  |
| Speakers/Tutors |  |  |  |  |
| Information Displays |  |  |  |  |
| Shopping Experience |  |  |  |  |

**Further comments**

Please comment below on what you enjoyed the most and what improvements need to be made. Please use the back of the form if there is not enough room.

**We need your help** – please provide any ideas for change that you may have for our events to help us put on events that you want to attend, e.g. half days, weekends, hybrid, other venues, crafts, demos, new speakers/tutors, themes.