



The Council House · North Street · Chichester · West Sussex · PO19 1LQ
Tel : 01243 788502 · Fax : 01243 773022
Email : clerk@chichestercity.gov.uk · Website : www.chichestercity.gov.uk

Town Clerk : R Duggua RD BA (Hons)

Ref : EWT 2014/001

May 2014

Dear Delegate

**24TH EUROPEAN WALLED TOWNS SYMPOSIUM
CHICHESTER, ENGLAND
TUESDAY 2 SEPTEMBER - SATURDAY 6 SEPTEMBER 2014**

Chichester City Council are delighted to be hosting the European Walled Towns Symposium in the beautiful City of Chichester. We hope you will be able to attend the Symposium and enjoy your visit.

Please find enclosed the following forms :

1. Registration Form

A separate Registration Form must be completed for each attendee whether a Delegate or Non Delegate or Accompanying Partner.

The form needs to be completed and **returned to Chichester City Council.**

2. Schedule of Planned Visits Form

The form lists all the tours, visits, etc that are planned during the Symposium. Please complete this form and **return it to Chichester City Council.** This information is essential for arranging transport and catering.

3. Accommodation Information

All hotel accommodation is to be made direct with the Hotel. Chichester City Council will not be responsible for booking Hotel accommodation. A map is enclosed with the Hotels and Council House highlighted to indicate the distance between the locations.

The nearest airport is London Gatwick and there is a half-hourly direct train link with Chichester (www.southernrailway.com).

You are responsible for arranging your own transport to and from the airport.

A draft Programme of Events is enclosed and a final copy of the Programme will be in the Delegates Welcome Pack issued at Registration.

You may find the following websites useful : www.visitchichester.org or www.chichesterweb.co.uk when planning your visit.

Yours sincerely

Chichester City Council