



# **The Event Manager's Bible: The Complete Guide to Planning and Organising a Voluntary or Public Event**

*D G Conway*

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# The Event Manager's Bible: The Complete Guide to Planning and Organising a Voluntary or Public Event

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## **The Event Manager's Bible: The Complete Guide to Planning and Organising a Voluntary or Public Event** D G Conway

Anyone responsible for organising a voluntary or public event will want to do it safely and well, complying with the legislation relating to different aspects of their event. This book will help you to research, plan, organise, manage and deliver any event, match, show, tournament or function that will be attended by more than a handful of people. You may be running a gymkhana, fete, fun run, steam fayre, half marathon, carnival, school sports day, jumble sale, tennis tournament, car boot sale, model aircraft show or even a huge pop festival or Formula 1 car race. Whatever it is, the principles are the same. As event manager you will need to research, plan, liaise with authorities, obtain permissions and licences, comply with legal requirements and then deliver the event to the public.

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