



# Norfolk Federation of WIs

Charity No. 1201046



**Federation Annual Meeting**  
**Thursday, 13<sup>th</sup> March 2025**  
**Theatre Royal, Norwich**  
**10.45am – 3.45pm**

**Headline Speaker:**  
**Arit Anderson**

**Delegate Tickets: Free**  
**Visitor Tickets: £13**

Dear Secretary

On behalf of the Board of Trustees, I am pleased to invite members to the 105<sup>th</sup> Federation Annual Meeting for the Norfolk Federation.

Arit Anderson is a garden designer, writer and presenter on BBC Two's Gardeners' World. Having spent 25 years working in the dynamic industries of retail fashion and creative events, where she enabled her to combined her analytical and creative skills. Arit balanced this fast-paced career with personal interests in well-being. She worked as a part-time therapist in London and taught holistic therapies, which led her to travel extensively in the USA. Through the joy of having her own garden, Arit found that the visual nature of fashion and the healing properties of her therapies could beautifully meld in the garden. This became a passion and drove her to explore the unique relationships between plants, people and place. Working as a presenter for BBC's Gardeners' World, many satellite shows such as Chelsea Flower Show, and writing for national publications has enabled Arit to publicise issues about the future of gardening in an ever-changing climate, and to promote solutions to the wider public.

*Lunch and Refreshments:* Full details will follow, but tea and coffee is available throughout the day. Pre-ordered Lunch Boxes will be available and lunch can be booked in the Prelude Restaurant. Members can also bring their own packed lunch.

Please read the information overleaf carefully, but if you have any queries, do contact the Office; otherwise, we look forward to seeing you in person at our 105<sup>th</sup> Annual Meeting.

Louise Casson  
Federation Secretary

# Norfolk Federation of WIs 105<sup>th</sup> Annual Meeting Information

## Tickets

- Every WI is guaranteed 1 Delegate's Ticket (FREE) and 8 Visitor's Tickets (£13 each)
- There is a separate application form for additional tickets
- Guaranteed Delegate's tickets will have priority seating. Additional tickets will be further back in the auditorium
- Be aware that we cannot take preferences for seating in either the Stalls or Circle, unless the member attending has a disability issue
- Consideration will be given to the size of your WI when allocating additional tickets. If unsuccessful, all unused cheques will be destroyed, BACS payments reimbursed and envelopes returned in the next mailing
- Please read the instructions for applying for tickets *very carefully*
- Please note that there is only one date when applying for guaranteed and additional tickets
- Please send the application forms, together with cheque(s) and sae envelope(s), to the Federation Office by **Thursday, 13<sup>th</sup> February**
- Tickets will be allocated from *Thursday, 13<sup>th</sup> February*, so there is no need to contact the Office before that date. After that date we will continue to allocate tickets until the Theatre is full
- If your WI is unable to attend, please advise the Office – this will help us in the distribution of additional places
- Seating is by assigned, numbered ticket only, as provided by the Theatre
- Delegate Seating: delegates will be seated separately in the Front Stalls
- Visitor Seating: visitors will not be able to sit with delegates, but we will endeavour to seat WI members together wherever possible

## In particular please note that:

- Wheelchair access seating **MUST** be advised with your application. We cannot guarantee provision after the allocation date.
- Disability Seating – again, this **MUST** be advised on your application. An indication of disability would be helpful, so we can assign appropriate seating (i.e. partially sighted, or uses a walker)
- If a carer is required, please indicate this on your application
- Hearing – there is a full loop system throughout the auditorium. Headsets amplifying the stage sound are also available. Please advise us in advance if you require these.
- Please also note that **there is no disabled parking available at the Theatre**

**FEDERATION ANNUAL MEETING 2025**  
**GUARANTEED TICKET APPLICATION**

**CLOSING DATE: THURSDAY, 13<sup>TH</sup> FEBRUARY 2024**

**NB** Wheelchair access seating **MUST** be advised with this application. We cannot guarantee provision after the allocation date. Such seating in the Theatre is limited, although we will make every effort to accommodate requirements.

WI \_\_\_\_\_

*Select as applicable*

- Please send 1 free Delegate's Ticket
- Is Wheelchair access seating required for your delegate?  Yes
- Is Disability seating for your delegate required?  Yes
- Are Headsets required? \_\_\_\_\_ No.  Yes
- Visitor Tickets: A maximum of 8 tickets only   
Additional tickets should be applied for on the form overleaf

I wish to apply for \_\_\_\_\_ Visitor Tickets at £13.00 each, total £ \_\_\_\_\_

Wheelchair access seating	Number required _____
Disability seating	Number required _____
Nature of Disability	_____
Headsets	Number required _____

- **We are unable to attend the meeting.** Please reassign our seating and offer our apologies.

If not attending, please return the form or email [admin@norfolkwi.org.uk](mailto:admin@norfolkwi.org.uk)

Please enclose one cheque for *guaranteed tickets* payable to NFWI and on the reverse write 'FAM' and the name of your WI. Return your application form and cheque to Evelyn Suffield House, 45 All Saints Green, Norwich, NR1 3LY.

By BACS: To The Norfolk Federation of WIs Sort Code 08-92-99

Account No. 67360071

Payments should be referenced with your Surname, WI and "FAM"

***As this is an assigned ticket only event***  
***an SAE must be included for return of tickets***

*(envelope size to be "DL", min. 22mm x 11mm, with appropriate postage)*

PLEASE NOTE: once tickets have been issued no refunds will be given

**Please do not staple anything to this form**

OFFICE USE ONLY:

Date received \_\_\_\_\_ Cheque \_\_\_\_\_ I  P  BACS

Date Tickets Issued \_\_\_\_\_

FEDERATION ANNUAL MEETING 2025  
ADDITIONAL TICKET APPLICATION

CLOSING DATE THURSDAY, 13<sup>TH</sup> FEBRUARY 2024

**NB** Wheelchair access seating **MUST** be advised with this application. We cannot guarantee provision after the allocation date. Such seating in the Theatre is limited, although we will make every effort to accommodate requirements.

WI \_\_\_\_\_

No of members \_\_\_\_\_

Available additional tickets will be allocated pro rata, depending on the size of WI  
+Additional Visitor Ticket Application Maximum 4 Per Cheque

I wish to apply for \_\_\_\_\_ (max 4) tickets at £13.00 each, total £ \_\_\_\_\_

**Wheelchair access seating** Number required \_\_\_\_\_

**Disability seating** Number required \_\_\_\_\_

**Nature of Disability** \_\_\_\_\_

**Headsets** Number required \_\_\_\_\_

I wish to apply for \_\_\_\_\_ (max 4) tickets at £13.00 each, total £ \_\_\_\_\_

**Wheelchair access seating** Number required \_\_\_\_\_

**Disability seating** Number required \_\_\_\_\_

**Nature of Disability** \_\_\_\_\_

**Headsets** Number required \_\_\_\_\_

Please enclose one cheque for *each additional tickets application (max. 4 per cheque)* payable to NFWI and on the reverse write 'FAM' and the name of your WI. Return your application form and cheque to Evelyn Suffield House, 45 All Saints Green, Norwich, NR1 3LY OR By BACS: To The Norfolk Federation of WIs Sort Code 08-92-99 Account No. 67360071

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In the event that further tickets become available the Office can email you to advise. If you wish to be notified, please provide an email address/telephone number and additional tickets required

Email \_\_\_\_\_

Tel. No. \_\_\_\_\_ No. required \_\_\_\_\_

**Please do not staple anything to this form**

OFFICE USE ONLY:

Date received \_\_\_\_\_ Cheque \_\_\_\_\_ I  P  BACS

Date Tickets Issued \_\_\_\_\_