

Royston Arts Festival 2024 : Important dates & deadlines for Event Organisers

(Please read carefully as changes have been made since last year)

Information on submitting events for inclusion in Royston Arts Festival 2024 can be found on the website [HERE](#).

To stay in touch with all things Creative Royston throughout the year, please consider [signing up to our mailing list](#)

The main Arts Festival 2024 will take place during the period 20th to 29th September. Key events (organised by Creative Royston) are on the following dates in September:

Friday 20th Opening Concert – Megson (Parish Church)

Saturday 28th Gala in the Gardens (Community Event in Priory Memorial Gardens)

Sunday 29th Finale Concert (Parish Church)

Throughout Music Festival

5th October We are supporting Barkway Literary Festival (Barkway Village Hall and Social Club)

In order for the organisation of the Arts Festival to run smoothly, please keep to the timetable below as far as possible 😊

By Sunday 30th June	<ul style="list-style-type: none">• Submit your event by completing the online form (if you need any help please contact us using the details below). Email any additional information for use on website, social media etc. to chair@creativeroyston.org• Please ensure your poster/flyer carries the RAF logo with the wording 'Part of Royston Arts Festival.'• Complete the festival seed-funding application form along with any supporting documents by this date too.
By the end of July	<ul style="list-style-type: none">• We will notify you if your event can be included in the festival.• If you have applied for seed-funding, we will notify you if your application has been successful.
By Sunday 20th August	<ul style="list-style-type: none">• Supply us with a copy of your Public Liability Insurance.
20 th to 29 th September	<ul style="list-style-type: none">• Royston Arts Festival 2024
By Sunday 13th October	<ul style="list-style-type: none">• Return any borrowed publicity material and completed audience Feedback Forms to a location to be identified nearer the time.• Complete Event Organisers' Survey online

We would encourage you to do a risk assessment for your event before the festival and we may ask to see this. If you wish to use our [template](#) for this which can be found on our website along with many other items of information and key documents relating to the festival.

Creative Royston is committed to equality of opportunity and to maximising independence and choice for all individuals in accessing and attending local areas, events, and venues. When planning your event, please consider accessibility for all.

Creative Royston will be promoting the Arts Festival and all associated events during the year – keep an eye on the website and social media for details.

Please address any questions on your festival application or timeline below to Kate Berry chair@creativeroyston.org

Whilst every effort has been made to ensure the details above are correct, dates and deadlines are subject to change. We will notify Event Organisers of any such significant changes.