|  |
| --- |
| **1. Your Proposal** |

|  |  |
| --- | --- |
| Organisation / Legal Trading Name |  |
| Company Registration Number |  |
| Name  |  |
| Position in Organisation: |  |
| Address: |  |
| Telephone: |  |
| Email: |  |
| Type of organisation ( please tick) |
| Registered Charity |  | Company limited by guarantee |  |
| Company limited by shares |  | Community Interest Company |  |
| Unincorporated club or association |  | Public Sector |  |
| Other (please specify) |  |  |  |

|  |
| --- |
| **2. EXECUTIVE SUMMARY**  |
| Outline your company and your ability to deliver the requirement proposed.Please continue on a separate sheet if necessary. Please consider the following when outlining your proposal:* Describe your company structure and history
* Detail other trading units (if applicable)
* Describe your brand ethos and style, including details of how this translates to physical space
* Describe range opportunities and details of supply chain
* Describe how you will meet the diversity of offer required
 |
| **3. PROPOSAL**  |
| 2.1 What attracts you to working in collaboration with Mary Ward Centre to deliver this exciting new café space within our Stratford building? |
|  |
| 2.2 You can discover more about Mary Ward Centre on our website https://www.marywardcentre.ac.uk/about/welcome-to-mary-ward/ Please describe how our values might resonate with your organisation. |
|  |

|  |
| --- |
| 2.3 Please describe how you are you committed to work together to achieve true environmental, social, and economic sustainability?  |
|  |
| 2.4 Is this proposal reliant on underletting or assignment? If yes, please describe. |
|  |
| 2.6 What length of lease is preferred beyond the initial 1 year offered? |  |

**Signed ­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print name ­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EXTERNAL FUNDING (where applicable**

|  |
| --- |
| **4. AUTHORISATION** |
| *This section must be signed by someone authorised by the organisation (e.g Chairperson).* *An electronic signature is acceptable.*I confirm that to the best of my knowledge and belief, all the information in this Expression of Interest is true and correct. I understand that, should this proposal be further developed, you may ask for additional information at any stage of the application process and may invite a further discussion via interview.I understand that submitting this Expression of Interest does not constitute a right to further discussion with the Mary Ward Centre and is not intended to create any legally binding obligations. |