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Date as Postmark

APPLICATION FOR WORK AT HENLEY ROYAL REGATTA 2008

I thank you for your enquiry and am pleased to learn of your interest in working at this year's Regatta. The Regatta dates are from Wednesday, 2nd July – Sunday, 6th July.

I enclose an application form for completion and return to me at the address shown. It should be accompanied by a passport size photograph.

I should like to take this opportunity of mentioning to those new applicants that **on the five days of the Regatta** the dress requirements for staff, particularly those who might be required to enter the Stewards' Enclosure, are the same as those that apply to Members and guests as follows: *'Gentlemen are required to wear lounge suits, or jackets or blazers with flannels, and a tie or cravat. Ladies are required to wear dresses or suits with a hemline below the knee and will not be admitted wearing divided skirts, culottes or trousers of any kind. No one will be admitted to the Stewards' Enclosure wearing shorts or jeans.'*

However, staff undertaking jobs that are particularly dirty should note that suitable clothing (e.g. white coats) will be provided. Nevertheless, **all staff** should bring clothing appropriate for working in extreme weather conditions; in recent years we have experienced heat waves as well as cold and very wet days.

If your duties should involve bar or restaurant work, the dress requirements will depend on the contract caterer and you will be advised in advance.

PLEASE ALSO NOTE:-

Acknowledgement for applications will be sent via email. Those who have not been contacted before the middle of June should report to the Staff Office in the Stewards' Enclosure on Monday, 30th June or Tuesday, 1st July, which is **BEFORE** the Regatta between 10.00 am and 11.30 am or between 3.30 pm and 5.00 pm when the position regarding available jobs will be clearer.

If, before the Regatta, you should decide that you no longer want to be considered for a job, I should be grateful if you would advise me by telephone on:- **01225 851328 or, if after 26th June, on 01491 571026.**

I look forward to meeting you in due course.

Simon Jones