

# APPENDIX A

**Teresa Bailey**

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**From:** Harry Young <hyoung@brittenpearsarts.org>  
**Sent:** 02 August 2022 15:00  
**To:** Licensing  
**Subject:** Fwd: Exhibition of Films

**Categories:** TB

Sent from my iPhone

Begin forwarded message:

**From:** Harry Young <hyoung@brittenpearsarts.org>  
**Date:** 2 August 2022 at 14:30:46 BST  
**To:** Teresa Bailey <Teresa.Bailey@eastsuffolk.gov.uk>  
**Cc:** Patrick Young <pyoung@brittenpearsarts.org>  
**Subject:** Exhibition of Films

Dear Teresa,

Thanks very much for your letter of 5<sup>th</sup> July, reminding us of the process for gaining permission to show films.

We have a mini festival at Snape Maltings from 10<sup>th</sup> – 11<sup>th</sup> September that we call Festival of New.

We wish to show up to 6 hours of films over that weekend.

You have reminded us that we need to provide these to you at least 28 days before intended screening, and are therefore planning to supply to you by Friday 12<sup>th</sup> August at the latest. This email is to provide some advance notice of that.

In what format would you like the films delivered to you?

Is there any other information you require at this stage?

All best wishes

Harry

**Harry Young**  
Chief Operating Officer  
(he/him)

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