50 Purfield Drive

Wargrave

Reading, RG10 8AR

 26th May 2020

Dear Club Flower Arranger Reps/Publications Officers

I would like to take this opportunity to say a personal thank you for all your efforts in obtaining and distributing orders throughout the year. It has been particularly challenging during “Lockdown”, and I know many of you have made great efforts to get the magazine to your members, using it as a way of keeping in touch as well as passing on the magazine. With all the COVID 19 problems - cancellation of Shows and Club Nights, and just the general ceasing of all the normal floral activity with which we get involved - doing the Church flowers or helping with decorations for major family events – the one thing that has been getting done is gardens!! So The Flower Arranger this Summer was quite an inspiration for many to play with plant material outside just their back door.

Nationally, COVID 19 will have taken its toll on fundraising opportunities and events, and as the magazine is The Major Source of income for NAFAS this year in particular you really are of immense value to our organisation as a whole as well as providing a service to your own Club members. In recognition of this, BB&O make an Annual Award of a Trophy and a free subscription to the magazine for a year to the individual CPO/Club FA Rep who achieves the highest increase in the number of subscriptions. Could it be you next year? Hopefully you will have the chance to meet your members during the Autumn to obtain your 2021 subscriptions. If not, perhaps you could contact previous subscribers directly to offer them the chance to continue taking the magazine. **­IF I DO NOT HEAR FROM YOU I WILL ORDER THE SAME NUMBER OF MAGAZINES FOR 2021 AS YOU RECEIVED IN 2020 AND WILL INVOICE YOUR CLUB.**

The **Order Form for the 2021 Subscriptions** is on the Flower Arranger Magazine section of the Admin page of the BB&O Website. This can be filled in and submitted electronically. I will send you an email confirming I have received it. Payment can now be made by BACS either from your Club or personal Bank Account. If you prefer, you can still send me a cheque. If you are not happy filling in the electronic form, just give me a phone call or send me an email with the information.

I need the order for 2021 by **­­­­20 November 2020** – if you haven’t got the payment organised from your Treasurer in time please just send the form and the money can follow. Remember, if you would prefer to have your order delivered to an **alternative address** e.g. your place of work, a member of your family’s place of work, a person who is more regularly at home, etc. just put the alternative delivery address on the bottom of your Order Form. If you are going to be away for just one particular delivery you can also give me a different delivery address – but I do need **8 weeks notice**  before the delivery date to get the amendment to the printers.

You can use the same Form for **Additional Orders** which can be sent to me at any time throughout the year. I will also accept additional orders by email, letter or phone but I would prefer the form to be used to ensure I have the correct details. Please do not ask for copies after Order Deadline dates as they cannot then be added to your delivery. The dates are on the BB&O website Admin Section where you will also find planned delivery dates.

You will, I am sure, have noticed that there is no increase in the price for next year. So, hopefully, you can share this good news with your Club Members

I hope all this is clear, if not do contact me on **0118 9403587** or email **sheilamarywilliams1952@gmail.com**

With very best wishes for a more normal year in 2021

Sheila Williams (Area Flower Arranger Representative)