POLES & HOLES · EVENT HIRE

Market toilet planner

Use one row per event date. Pencil in estimates; mark arrangements confirmed only after the venue and hire team agree.

Venue: _____ Organiser: _____ Updated: _____

Date & trading hours	Expected visitors & peak time	Venue toilets open / access needs	Truck gate & delivery / pickup windows	On-site contact & phone	Extra service requested? When?	Changes / confirmation still needed

Before sending: confirm gate access, attach current site photos and flag any changes since the last market. Short-term servicing is by request. This sheet is for planning; it does not reserve equipment.