**APN template for providing notice of a meeting of an APG**

#### [ date ] APN:

# NORTHERN IRELAND ASSEMBLY

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| ALL PARTY NOTICE |

**ALL-PARTY GROUP ON [ INSERT APG TITLE ]**

A meeting of the All-Party Group on [ insert APG title ] has been arranged to take place on [ insert day and date ] at [ insert time ] in room [ insert room no ].

[Complete as appropriate

[ Further details can be included here e.g. who will be addressing the meeting and the subject matter, if relevant ].

All Members are welcome to attend.

For further information please contact [ insert name ] on [ insert ext. number or telephone number ] or email [ insert email address ].

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| **All Party Notices can only be issued by the Business Office.**  Templates should be forwarded to the Clerk of Plenary Business, Room 32, Parliament Buildings, or emailed to the Business Office on [business.office@niassembly.gov.uk](mailto:business.office@niassembly.gov.uk) . **Please note that the deadline for submission of templates is 4.00pm and that only one APN is issued each day, as soon as possible after 4.00pm, containing all requested notices.** |

(Updated July 2023)