

12 OCTOBER 2021

Q&A Session



Start Time:
9.15 sharp

Today's meeting

Hanne
Jørgensen

Expectation Management

- Meeting will be recorded for the minutes
- 1st Half of Meeting with Practical Information and Member Presentations
- 2nd half of Meeting with your questions – please allow time for answer
- The "chat function" throughout the meeting:
 - ✓ Write "nation name" only in chat
 - ✓ Questions welcome after each agenda item
 - ✓ Questions may also wait until 2nd half of meeting

Members turn to speak

Hanne Jørgensen
President

The Board would like to hear from all of you, and we firmly believe there is so much value in the exchange of experiences, questions, plans, wishes and expectations

Members speaking today:

- *Kresimir Maras from Croatia*
- *Isabel Mateus from Portugal*

VISITORS' ACCESS

Eleonora Colonna
Guest Coordinator

To grant access to External Visitors:

- **FORM 127** to be filled in and submitted to NOS (*No later than 48 hours before the access is required*)
- **COVID-19 Certificate** (either valid vaccination proof, PCR Test or Recovery Certificate) will be required
- Entrance through **North Gate** (Staff Centre)
- **Parking** available

VISITORS' ACCESS

Eleonora Colonna
Guest Coordinator

To grant access to External Visitors:

- If **<5 visitors**, they need to be sponsored and escorted by a member of the Delegation
- If **>5 visitors**, **FORM 127** to be filled in and submitted to NOS (*no later than 48 hours before the access is required*)
- **COVID-19 Certificate** (either valid vaccination proof, PCR Test or Recovery Certificate) will be required
- Entrance through **North Gate** (Staff Centre)
- **Parking** available

Financial update (10/10/21)

Serge Devynck
Treasurer

Primary Account € 1618,03

Savings Account € 9115

NET TOTAL € 10.733,03

Transfer funds into the NCB account

Serge Devynck
Treasurer

Transfer instructions: 3 easy steps



Transfer Funds



Accounting Form



Email

Transfer funds into the NCB account

Serge Devynck
Treasurer



Transfer Funds by

- **Online account transfer or**
- **Bank transfer from your bank**

Transfer funds into the NCB account

Serge Devynck
Treasurer



Transfer Funds to

NATO Charity Bazaar ASBL Bank Account Details:

Aion SA

IBAN: BE69 6434 0149 2878

BIC: BMPBBEBB

Transfer funds into the NCB account

Serge Devynck
Treasurer



Transfer Funds

Include in the communication section of the transfer:

**“Contribution to the 2021 NCB by ...
(specify your Nation’s Name)”**

Transfer funds into the NCB account

Serge Devynck
Treasurer



Transfer Funds



All electronic transfers must
be completed by:

Thursday, 6 December 2021

Transfer funds into the NCB account

Serge Devynck
Treasurer



Accounting Form

Nation's Name:			
Person making the Bank Transfer:			
Phone:		E-Mail:	
NATIONAL CONTRIBUTION			
Tombola Ticket Sales :			■
Delegation Sales :			■
Small Change for a Big Change :			
Total Bank Transfer Amount:			

Transfer funds into the NCB account

Serge Devynck
Treasurer



Email

Send via email to NCB Treasurer
treasurer@natocharitybazaar.org
with following attachments:

- **Completed Accounting Form; and**
- **Bank transfer transaction receipt**

Transfer funds into the NCB account

**Should you have any questions,
please don't hesitate to contact the Treasurer**

Serge Devynck– Treasurer

**by e-mail at
treasurer@natocharitybazaar.org**

TOMBOLA

Tanya Borchert
Tombola

The Tombola Drawing will be Monday 29 November, 2021
at 14:00 in the NATO Staff Center

- Prizes can be dropped off at the NATO Staff Center between **Monday 22 November and Friday 26 November.**
- **TICKET SALES:** If you need more tickets, *or if you have too many tickets,* please let Tanya know!
- Our 2021 Tombola Prize List has 42 prizes!

→ Published frequently on the **NCB website, NCB Facebook Group** and in the **NCB Newsletters**

NCB Stand

Tanya Borchert
Vice-President

There will be an NCB Stand in the NATO Staff Center during the National Bazaar Stand days in November

- Poppy Appeal - Zoe White JISD

28 October - 14 November 2021

NCB: **8 - 12 November 2021 = mini exhibit**

- NCB Shop - wine bags, etc. If you would like to have a copy of the wine bag pattern for your national team to use, please write to:

→ shop@natocharitybazaar.org



Social Media

Tanya
Borchert



Private FB Group:
reminders of the GAMs,
notifications and news.
317 members



Public FB Page: used for
public news about the NATO
Charity Bazaar. **962
followers**



Instagram:

used to
publish
news and
photos,
like
Tombola
Prize
donations.

**67
followers**

@natocharitybazaarbrussel



NATO Family Passes & Guests

Tanya Borchert
Tombola

VERY IMPORTANT!

- Make sure your family passes are activated. This is done through your sponsor's office/delegation.
- **Guests can be given access to the Staff Center through your sponsor's office/delegation by submitting form 127 to NOS.**
- **Covid Policy**: we follow NATO's policy - people wishing to attend the National Bazaar Days should be ready to show proof of covid vaccination or negative PCR test.

NATIONAL BAZAAR DAYS 2021

THE SETUP

Diana Defta
Bazaar Coordinator

☐ **TIMELINE:**

- ✓ 08:00 - 10:00 - Prepare your stands
- ✓ 10:00 - 18:00 - Open for visitors (have in mind the lunch window 11:00 - 14:00)
- ✓ 18:00 - 19:00 - Ready to clear & clean

☐ **FOR THE NATIONAL STANDS**

- ✓ **Feel free to decorate** your own National Stand as festive as you want
- ✓ Remember that **all of the following are strictly FORBIDDEN:** lit candles, open fire, nails, tacks, tape, glue or other damaging materials on windows/walls/interieur/furniture, hanging plates, staples, tables etc.
- ✓ If an **Electrical Device** is needed, be aware that it has to be pre-approved

NATIONAL BAZAAR DAYS 2021

THE SCHEDULE

Diana Defta
Bazaar Coordinator

November 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9 POLAND SERBIA FRANCE BULGARIA SLOVENIA	10	11 ALBANIA HUNGARY UK	12 SLOVAKIA KAZAKHSTAN	13
14	15 US CANADA	16 ESTONIA LATVIA LITHUANIA ARMENIA	17 UKRAINE GEORGIA PORTUGAL	18 SWEDEN NORWAY DENMARK FINLAND NIC	19	20
21	22	23 AUSTRALIA NEW ZEELAND ROMANIA CROATIA	24 GERMANY SWITZERLAND BELGIUM GREECE AZERBAIJAN	25 CZECH REPUBLIC TURKEY NORTH MACEDONIA	26 SPAIN ITALY MONTENEGRO	27
28	29 AFTER SALES OPTION Requests from 10 nations VIP Event	30 AFTER SALES OPTION Requests from 17 nations	OVERVIEW - 38 nations (+1 pending) + NIC with PRODUCTS STANDS - 16 nations + NIC with FOOD STANDS			

National Bazaar Days 2021

Restaurant stands - Think smart, keep it simple

Hanne Jørgensen
President

❑ Opportunities:

- Great kitchen facilities
- Large bar for drinks, food samples, etc.
- Aramark walk through of the kitchen 26th October @1300
- Very large number of NATO HQ employees daily

❑ Expectations:

- JUST IN TIME deliveries of Food & Beverages
- BYO equipment (pots, pans, etc.) – IF loan – MUST request
- Stands, kitchen & bar area to be cleared & cleaned by 1900
 - DIY – or pay for it
- All nations with Restaurant Stands will be contacted by us to double check everything





#COFFEEBREAK

National Bazaar Days 2021

Hanne Jørgensen
President

Your Questions?

AOB

Hanne Jørgensen
President

Any contributing words?

**Next NCB Newsletter on Thursday 21st of October –
please share with your team members**

**Check your inboxes later – slides from today – the minutes will
be sent to you as soon as possible**

WEBSITE LOGIN

Documents and information is available on our website:

<https://www.natocharitybazaar.org/>

Instructions on how to access the sub-site for NRs, ANRs (incl. password) are attached to the GAM invitations

In case of problem or questions, please contact:

web@natocharitybazaar.org



NATO Charity Bazaar
o.s.b.l.

The screenshot shows the website's navigation bar with links for Home, About, History, Charities, Sponsors, and Contact Us. Below the navigation bar is a login form with fields for Username and Password, a 'Remember me' checkbox, and a 'Login' button. To the right of the login form is a news article titled 'Charity Application Process is now closed' dated June 1, 2020. Below the news article is another news article titled 'Application Deadline is extended to 1st June 2020' dated April 2, 2020. On the far right, there is a calendar for June 2020 and a list of upcoming events including Bake Sale, General Assembly, Special Event, and Tombola Sale.

Home About History Charities Sponsors Contact Us

Login

Username:

Password:

Remember me

Login

Lost your password?

Charity Application Process is now closed
June 1, 2020 by ad-ncb-coord

The Charity Application Process for the NATO Charity Bazaar is now closed. We will let you know when the process will start for the 2021 edition.

News

Application Deadline is extended to 1st June 2020
April 2, 2020 by ad-ncb-coord

In response to the ongoing pandemic and understanding that the usual process may take more time, the decision has been taken to

Upcoming events

June						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
2019	2020	2021				

Bake Sale
General Assembly
Special Event
Tombola Sale
All categories

Upcoming General Assembly Meeting

Hanne Jørgensen
President

✓ **26th October 2021**
will be held in-person AND via Zoom

*Any questions with regards to dates & information please write to:
president@natocharitybazaar.org*

CONTACTS

- **President**, Hanne Jørgensen | president@natocharitybazaar.org
- **Vice-President**, Tanya Borchert | vice-president@natocharitybazaar.org
- **Treasurer**, Serge Devynck | treasurer@natocharitybazaar.org
- **Secretary**, Eleanor Braithwaite | secretary@natocharitybazaar.org
- **Charity Team**, Monica Fornari, Karine De Koninck, Ashley Roche, Frank Ramaekers, Kati Schmidt, Serge Devynck | charity@natocharitybazaar.org
- **Bazaar Coordinator**, Diana Defta | coordinator@natocharitybazaar.org
- **Restaurant Team**, Yurii Shenchuk, Eleonora Colonna | restaurant@natocharitybazaar.org
- **Tombola Coordinator**, Tanya Borchert, Yurii Shenchuk | tombola@natocharitybazaar.org
- **Sponsor Coordinator & Webmaster**, Lara Ronayne Casimiro | web@natocharitybazaar.org
- **Membership Coordinator**, Olivia Ronayne Casimiro | membership@natocharitybazaar.org
- **Guest Coordinator**, Eleonora Colonna | guest-coordinator@natocharitybazaar.org
- **Event Coordinator**, Ildiko Incze | event@natocharitybazaar.org

**THANK
YOU!**