

Candidate 3 evidence

Question 1a

Models at La Belle Agency

ID	Model Name	DOB	Contact Name
1	Piero	23-Apr-98	Georgia Laing
2	Ute	17-Dec-90	Georgia Laing
3	Davide	11-Jan-88	Georgia Laing
4	Yvonne	09-Sep-91	Finn Kellet
5	Mhairi	01-Dec-89	Finn Kellet

Models at La Belle Agency

02/05/2018

E-mail	Agency Phone Number
labelle.georgia@gmail.co.uk	07856129054
labelle.georgia@gmail.co.uk	07856129054
labelle.georgia@gmail.co.uk	07856129054
labelle.finn@gmail.co.uk	07617740916
labelle.finn@gmail.co.uk	07617740916

Question 1b

MODELS	
NAME	Nuala
DOB	16-Oct-95
GENDER	F
CATEGORY	Catwalk
CONTACT REF NO	1012
AGENCY NAME	Tempest Models
CONTACT FIRST NAME	Alyssa
CONTACT SURNAME	Cho
E-MAIL	cho.a@tempest.co.uk

Question 1c

<p><u>Agency Name:</u> Capital Models</p> <p><u>Contact Name:</u> Miss Anya Vronsky</p> <p><u>Address:</u> 2 Canning Street</p> <p>MILAN 2018</p>

<p><u>Agency Name:</u> Capital Models</p> <p><u>Contact Name:</u> Mrs Emily Harcourt</p> <p><u>Address:</u> 2 Canning Street</p> <p>MILAN 2018</p>
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Question 1d

Models for the Graziella Magazine Photoshoot		02 May 2018
NAME	DOB	AGENCY NAME
Anita	23-Jun-91	Capital Models
Connor	09-Apr-90	Capital Models
Mac	23-Feb-92	Capital Models
Imogen	04-Apr-90	Capital Models
Marta	17-Aug-92	DP Model Agency
Ellis	14-Feb-89	DP Model Agency
Zach	11-Apr-91	DP Model Agency
Axl	25-Jul-92	DP Model Agency
Mhairi	01-Dec-89	La Belle
Yvonne	09-Sep-91	La Belle
Davide	11-Jan-88	La Belle
Ute	17-Dec-90	La Belle
Leo	25-May-90	Tempest Models
Helena	03-Aug-90	Tempest Models
Kayden	05-Mar-90	Tempest Models

Question 2a (i)

PRICE LIST			
			Price
Menu A	<i>Starter</i>	Mussels cooked in onion and garlic	€ 5.95
	<i>Main</i>	Carved roast gigot of lamb	€ 18.75
	<i>Dessert</i>	Chocolate fudge cake	€ 4.60
TOTAL			€ 29.30
Menu B	<i>Starter</i>	Minestrone soup	€ 5.25
	<i>Main</i>	Escalope of chicken and pancetta	€ 14.95
	<i>Dessert</i>	Panna cotta	€ 5.00
TOTAL			€ 25.20
Menu C	<i>Starter</i>	Roast peppers, mushrooms and tom	€ 4.80
	<i>Main</i>	Pasta filled with spinach and ricotta	€ 13.50
	<i>Dessert</i>	Tiramisu	€ 5.50
TOTAL			€ 23.80
Canapes		per person	€ 2.00
Champagne		per bottle	€ 70.00
Other Drinks		per person	€ 6.50
V = vegetarian			

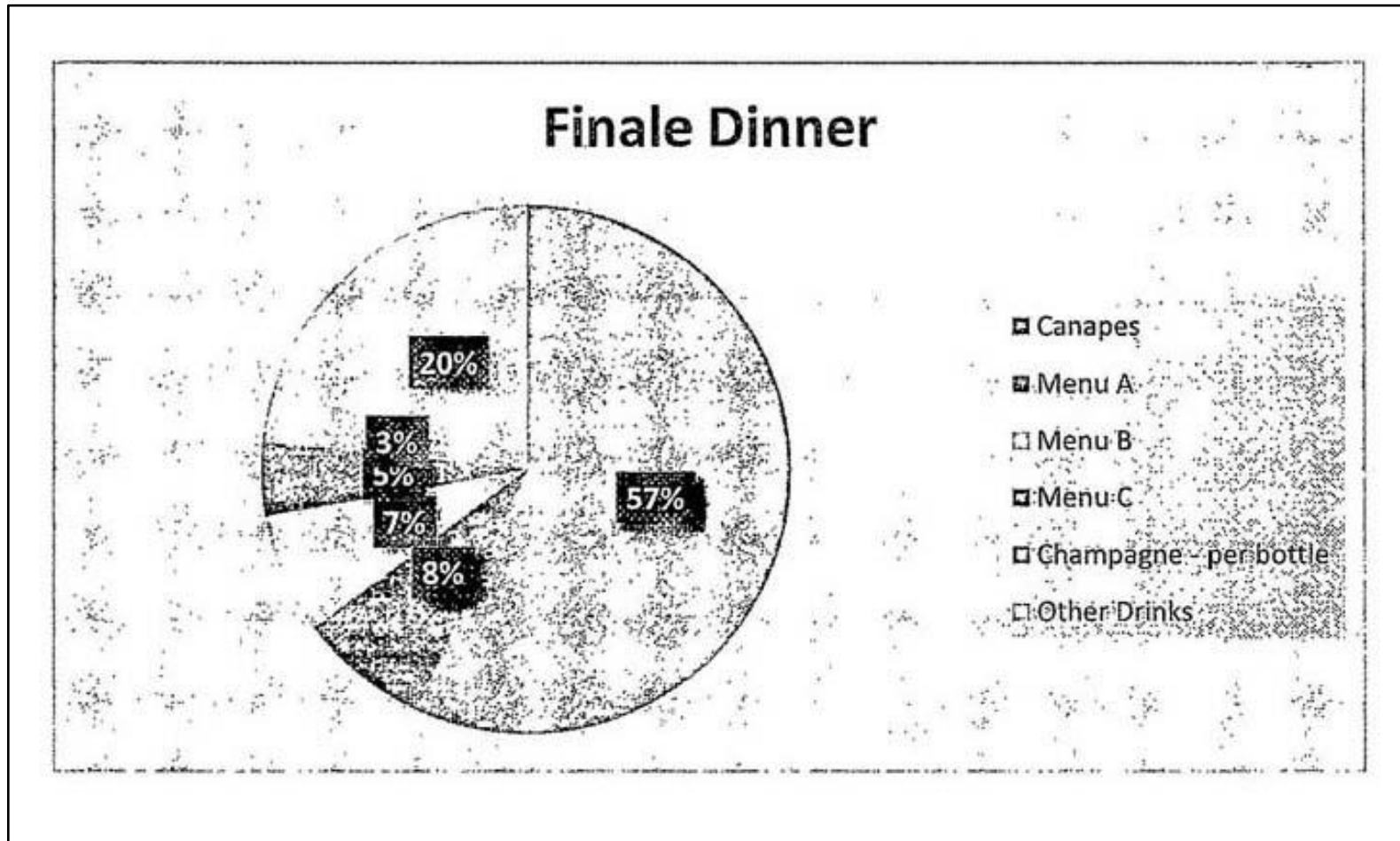
	A	B	C	D	E
1	PRICE LIST				
2				Price	
3	Menu A	<i>Starter</i>	Mussels cooked in onion and garlic	5.95	
4		<i>Main</i>	Carved roast gigot of lamb	18.75	
5		<i>Dessert</i>	Chocolate fudge cake	4.6	
6	TOTAL				=D3+D4+D5
7	Menu B	<i>Starter</i>	Minestrone soup	5.25	
8		<i>Main</i>	Escalope of chicken and pancetta	14.95	
9		<i>Dessert</i>	Panna cotta	5	
10	TOTAL				=D7+D8+D9
11	Menu C	<i>Starter</i>	Roast peppers, mushrooms and tomatoes (V)	4.8	
12		<i>Main</i>	Pasta filled with spinach and ricotta cheese (V)	13.5	
13		<i>Dessert</i>	Tiramisu	5.5	
14	TOTAL				=D11+D12+D13
15	Canapes		per person	2	
16	Champagne		per bottle	70	
17	Other Drinks		per person	6.5	
18					
19	V = vegetarian				

Question 2a (ii)

Milan Catering			
ORDER FORM			
TO:		By Balor, 11 Park Avenue, Stirling, FK8 2QR	
ITEM	QUANTITY	COST	TOTAL
Canapes	100	€ 2.00	€ 200.00
Menu A	14	€ 29.30	€ 410.20
Menu B	13	€ 25.20	€ 327.60
Menu C	8	€ 23.80	€ 190.40
Champagne - per bottle	6	€ 70.00	€ 420.00
Other Drinks	35	€ 6.50	€ 227.50
Total Cost			€ 1,775.70
Discount Amount			5%
Sub Total			€ 1,775.65
VAT			€ 1,775.75
Total Due			€ 1,775.75
VAT	10%		

	A	B	C	D
1	Milan Catering			
2	ORDER FORM			
3	TO:		By Balor, 11 Park Avenue, Stirling, FK8 2QR	
4	ITEM	QUANTITY	COST	TOTAL
5	Canapes	100	2	=B5*C5
6	Menu A	14	29.3	=B6*C6
7	Menu B	13	25.2	=B7*C7
8	Menu C	8	23.8	=B8*C8
9	Champagne - per bottle	6	70	=B9*C9
10	Other Drinks	35	6.5	=B10*C10
11	Total Cost			=SUM(D5:D10)
12	Discount Amount			=IF(D11>1.5,5%,2%)
13	Sub Total			=D11-5%
14	VAT			=(D13)+B17
15	Total Due			1775.75
16				
17	VAT	0.1		

Question 2b



Question 3

MILAN PROCEDURES	
Part A	
Heath and Safety- Fire Precautions	
1	Always know where the closest fire exit is
2	Always have the fire extinguisher by the door encase of an emergency
3	Smoke in designated smoking places
Heath and Safety (First Aid) Regulations	
1	Always have someone in the workplace with first aid training
2	Always have a first aid bag/box in the office
3	

Part B	
•	The organisation should attach the property to the desk so it can't be moved
•	The organisation should have someone with visitors at all times
•	The organisation should make sure that all staff and visitors should sign in/out
•	The organisation should install CCTV cameras
•	The organisation should keep a record of all staff so they know who works at that establishment