



7 JULY 2012

APPLICATION FOR A STALL AT THE 2012 JUBILEE FETE

The Fete will take place at Lloyds Recreation Ground, Main Road, Marchwood, on the 7th July 2012 it will start at 12.00 and end at approximately 16.30.

We must ask you to provide your own tables and to facilitate the movement on and off the pitch stall holders will be able to have ONE car per pitch only on site. You will be able to gain access to Lloyds Recreation Ground from 9a.m. until 11.00 after which time the entrance needs to be kept clear. Entrances will be clearly signposted.

Pitch allocation is on a first come, first served basis, although if you wish to be adjacent to another organisation, please let us know at the time of booking.

The size of the pitch is 3m x 3m – and the amount payable per pitch is:

£10	for village organisations
£15	for small private enterprises (crafts etc.)
£40	Other commercial businesses.
Negotiable	Large commercial businesses/organisations

No waste or litter from the stalls must be left at Lloyds Recreation Ground. **EVERYTHING** must be removed by the stall holder concerned.

You are courteously reminded that it is your own responsibility to provide necessary insurance cover and we will need to hold a copy. Applications can only be accepted when accompanied by a copy of the insurance cover for 7th July 2012

PITCH SIZES AND STALLS

You must provide your own stall. Gazebos are a good idea to keep the sun off and add to the visual appearance of the site.

Pitch sizes will be as stated on your site confirmation letter.

Please ensure before the day, that you **DO NOT** exceed this size, as this will cause difficulties with other stallholders close by and constitutes a breach of the licence conditions.

Remember: Your stall must be in good repair and clean at the start of the day and kept clean throughout the Fete.

TRADING STANDARDS

Unlicensed stalls **MUST NOT** sell alcohol at any time (this include beer and lager) – sell soft drinks only. No glass containers (this includes bottles).

You **MUST NOT** sell any counterfeit, faulty or falsely labelled goods.

If you have any problems or queries, please do not hesitate to get in touch with:

Chris Rennalls tel: 023 8066 1048,or email; marchwoodstalls@hotmail.co.uk .

We hope you have a successful day.

BOOKING RESERVATION

(Please detach and return this part with your payment. Cheques made payable to Marchwood Fete Steering Group).

We apply forpitches at the Marchwood Village Fete on Saturday 7th July 2012... and agree to abide by the booking arrangements outlined. *Please note: Spaces can only be guaranteed as applied for on this form Bookings will be confirmed in writing.*

I enclose a cheque for £..... Insurance documents enclosed

Signed.....

Contact name and Address.....

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Contact telephone numbers, email.....

Organisation/details of what will be sold/doing.....

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Please return this form to:
Marchwood Fete
C/O 33 Moss Drive
Marchwood
Southampton
Hants SO40 4YD or Email: marchwoodstalls@hotmail.co.uk