



Southdowns Folk Festival Market

Booking Form

Bognor Regis Town Centre 22/23 Sept 2018- BETWEEN 10 A.M. AND 5P.M.

Contact Name:			
Stall Name:			
Business Name:			
Address:			
Mobile Number (For the day)			
Email Address:			
Req Date:	Saturday 22nd September	Sunday 23rd September	BOTH
	DESCRIPTION of products to be sold		
Food Stalls - £70 per day or £126 for weekend (10% Discount) Exhibitors must provide their own shelter/Gazebo and POWER . Normal pitch size 3m x 3m. All equipment to be provided by the applicant (No Inside pitches available)			
Trade Stall - £65 per day or £117 for weekend (10% Discount) Exhibitors must provide their own shelter/Gazebo, Normal pitch size 3m x 3m. Or own table (6ft) and chairs (only two people per table) for Inside Marque. All equipment to be provided by the applicant			
Crafts Stalls - £52.50 per day or £94.50 for weekend (10% Discount) Exhibitors must provide their own shelter/Gazebo, Normal pitch size 3m x 3m. Or own table (6ft) and chairs (only two people per table) for Inside Marque. All equipment to be provided by the applicant			
Charity Stall - £50 per day or £90 for weekend (10% Discount) Exhibitors must provide their own shelter/Gazebo, Normal pitch size 3m x 3m. Or own table (6ft) and chairs (only two people per table) for Inside Marque. All equipment to be provided by the applicant.			

Please reply to: - Miss C Warden, C/o Southdowns Folk Festival Market, 11 Compton Drive, Flansham Park, Middleton-On-Sea, PO22 6QW

I enclose cheque (payable to Miss C Warden or Mrs M Redford) for
 Or Bank Transfer - Santander - Sort Code 09-01-28 Account Number 73031870

Signed

Please note vehicles will not be able to stay with stalls; they must be parked away in the local car parks or allocated parking (If available)

Terms and Conditions

1. Booking will only be confirmed on receipt of this form and with payment.
2. In the event of any abandonment, variation, postponement or limitation of the use of the exhibition premises or any of the services provided therein, there will be no claim against the organisers.
3. Once booking form and payment is received and confirmed no refunds can be given.
4. Setting up will be from 7:30am before the festival market opens. All vehicles have to be off site before 9:30am as this is a pedestrian area. Vehicles will be allowed back on site at 5pm to pack down.
5. Except in respect of liability for death or personal injury caused by the Organisers' negligence (for which no limit or exclusions of liability apply), the Organisers' aggregate liability, whether for damages or compensation of any nature arising from this contract (including as a result of negligence) shall be limited to the total sum or sums paid by the stallholder for attendance.
6. The Organisers shall not be liable in respect of loss of profits, business, revenue, goodwill or indirect or consequential loss or damage (whether caused by negligence or otherwise); or any act, omission or breach of contract by the stallholder's employees, agents or sub-contractors. You are solely responsible for removing all your stock and valuables at the end of the day.
7. No Knives, Firearms or prohibited goods to be sold.
8. All stallholders shall indemnify the organisers against all liabilities, action, costs, claims and compensations for injury and loss to any person, or damage as a result of his or hers occupancy of an allotted site, or otherwise in connection with the event. All stallholders must hold their own Public Liability Insurance and produce the certificate on the day of the event for inspection. Stallholders must also have Product Liability, Employers Liability, Health and Safety Certificate and Food Hygiene Certificate where appropriate.
9. Stallholders must not place goods beyond the boundaries of the stall either on the ground or hanging unless previously agreed with Southdowns Folk Festival Market. There will be no sub-letting of stalls. Stallholders are required to co-operate with Site Managers, Security, Emergency services, West Sussex County Council officers and all official organisations on site.
10. **Electricity:** If you intend to use a generator it must be quiet and not emitting smoke and fumes.
11. **Electrical and Gas Equipment.** All electrical equipment must be in good condition and current PAT certificates. All gas equipment must be covered by an up-to-date gas certificate, which has been issued by a registered gas engineer (Gas Safety Register). These certificates must be available for inspection by our Health and Safety officer at the event.
12. **Fire Safety Equipment/Prevention:** Stallholders must provide fire safety equipment on their stands appropriate to their activities. All stallholders must hide all boxes under their table. No flammable liquid is to be brought in to the venue where the event is being held unless approved in writing by the Organisers.
13. **Waste disposal:** Stallholders are expected to keep their surrounding area as clean as possible throughout the event. All waste is to be removed by the stallholder at the end of the event.
14. The Organisers reserve the right to refuse and, if necessary, remove at the stallholders expense, any stall which we may regard unsuitable for the event.
15. I also give permission to be contacted in the future by email/telephone.

I agree to abide by the terms and conditions of booking and enclose payment with the booking form provided.

Signed.....

Public Liability Ins Number: _____

PLEASE INCLUDE A COPY OF YOUR PUBLIC LIABILITY INSURANCE AS WELL

Please return this copy and retain one copy of your information