

CHRISTMAS SHOPPING IN TOTNES

CRAFT STALL APPLICATION FORM

5TH, 12TH and 19TH DECEMBER 2017

Contact Name	
Trading Name	
Address incl postcode	
Telephone number	
Mobile phone number	
Email	
What do you sell? Is your product handmade? (Sorry no food items)	
Size of stall HIGH STREET	3 metres sq Craft £180.00 2 metres sq Craft £140.00
Signature (by signing you agree to the terms and conditions overleaf)	
Date	
ENCLOSED must be a copy of your £5 million Public Liability insurance & payment – if they are not provided your application will not be processed	
Cheques to redhouse events	Cheque enclosed <input type="checkbox"/>
Bank A/C no 68569622 Sort code 08 92 50 (to arrive within 7 days of application date)	Direct to bank <input type="checkbox"/>

Please note:

- Applications are for all 3 nights. Trading times will be 15.30 – 21.30. Setting up details will be forwarded on email by 20th November 2017.
- You must supply your own stall, table, battery powered lighting and any other equipment you need. ABSOLUTELY NO GENERATORS.
- WE ARE SORRY BUT THERE ARE NO REFUNDS. THE EVENT WILL GO AHEAD WHATEVER THE WEATHER UNLESS WE INFORM YOU OTHERWISE.

Terms and Conditions:

1. Persons wishing to exhibit must apply using these forms which must be properly completed and returned together with the full fees payable and a copy of your 5 million public liability insurance certificate. Payment to be made, either by cheque payable to redhouse events or paid to our bank account at Co-Op Bank sort code 08 92 50 A/C 68569622.
2. You are required to supply your own stall, gazebo, table, battery operated lighting and any other necessary equipment. NO GENERATORS OF ANY DESCRIPTION.
3. Applications do not guarantee a place as we wish to ensure a good balance of stalls to benefit visitors and stall holders. If you have not been successful this time we will notify you and your cheque will be destroyed or your BACS payment refunded.
4. Your stall location, set up times, procedures for this and any other details will be forwarded on email by 20th November 2017. Your stall location could be changed at any time if it is deemed appropriate. We will endeavour to inform you of the location change as early as possible, if the decision is made to move you before the event.
5. This event is non refundable, even in the unlikely event of cancellation, therefore please consider this before applying and ensure that you are able to commit to the 3 days of the event. redhouse events will not be liable or responsible if the event is cancelled or curtailed for any reason.
6. No subletting of any portion of the pitch is permitted whatsoever. ID notices will be provided with the set up details.
7. No unauthorised vehicle movements may be made in the Road Closed areas between 1500 – 2145.
8. Placards and banners, leaflets, flyers or any other handbill may not be fixed or distributed anywhere except at your own stall. The collection of money for fund raising via raffles and other similar activities is prohibited.
9. All stalls must remain within the chalk marked perimeter of your allocated space and must under no circumstances encroach over in any direction for the purposes of health, safety and access of emergency vehicles. Please also ensure that your gazebo is no more than 3 metres square.
10. redhouse events reserves the right to require traders and exhibitors to withdraw any goods which it considers may cause a nuisance, an offence or represents a serious hazard including, but not exclusively firecrackers, toy weapons, knives, BB guns or other. The sale or letting off of Chinese Lanterns is strictly prohibited. No responsibility is accepted for any items bought for the purpose of exhibition or sale.
11. We would request that you endeavour to make a large percentage of your goods as this is part of the charm of this event.
12. No exhibitor may use broadcasting or amplifying equipment without prior permission from redhouse events.
13. All traders will be provided with a trade waste bag at the start of each evening which must be filled with trade waste from your stand. This should be tied securely and left at the side of the road on each evening. Traders must ensure that the site is left as it is found and redhouse events reserve the right to refuse entry on subsequent weeks to any traders who leave unbagged waste on the site.
14. During setting up and breaking down of stalls/stands vehicles may only be parked for off-loading and loading and a driver must remain in close proximity to the vehicle at all times. This is to ensure that emergency service vehicles can move through without delay. In case of an emergency you are required to remove ANY obstructions IMMEDIATELY.

Organised by:-

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