

Mitcheldean Fete & Folk Festival

Stall Holder Booking Form



Saturday 15th July 2017

Business / Organisation Name:

Type of Business / Product:

Contact Name:

Contact Telephone Number:

Contact E-mail:

Electricity for indoor stalls:

Other special requirements:

Mitcheldean Parish Council holds public liability insurance subject to a risk assessment of the event. Please advise us of any matters relating to your stall — tent guy-ropes, sources of heat etc. that are potential hazards that we should note in the assessment, together with the necessary precautions.

Some businesses will require their own public liability or product insurance depending on their nature. Please advise us if you have your own insurance in place — if not necessary, put NONE.

Notes:

- Please note that your pitch is not secured until payment has been received. Pitches will cost £10 for the day, and cheques should be made payable to *Mitcheldean Parish Council*.
- Commercial stalls may make a further donation on the day if they choose, as a contribution towards the St. John's Ambulance cover which will be in place.
- Stalls may be set up between 09:30 and 11:30 on the day, and the fete will be formally open between 12:00 and 16:00. Free car parking is available during the fete in The Mews behind Mitcheldean library.
- If selling alcohol, sellers need to bring copies of their own personal liquor licenses, or offer tastings for free and take orders and payment for bottles to be collected/delivered at a later date. There will be no beer tent at the fete as a matter of policy.
- If selling home-made cakes, jams or chutneys, products must clearly display ingredients and date made.

Booking forms should be returned to:

Sue Henchley, c/o Mitcheldean Town Hall, High Street, Mitcheldean, GL17 0AT (01594 544723).

They may also be left at Mitcheldean library, labelled for the attention of Sue Henchley. For any further information please call Sue Henchley on 01594 544680.

You may also e-mail the information requested above to stalls@mitcheldeanfolkfestival.org.uk