

Stall Booking Form

Broadstone Family Fun Day – Sunday 3rd July 2016

Broadstone Recreation Ground, Lower Blandford Road

This event is organised by the Broadstone Fields in Trust Association (BFiTA) and we reserve the right to refuse any application prior to the event, or on the day to an exhibitor. Payment for stalls must be made in advance of the event, must be accompanied by the form below and is non-refundable.

Each stall will be 4m wide, with space for a single 3m x 3m gazebo. Tables, chairs, gazebo, water, electricity, fencing and other items required cannot be provided by the Fun Day committee. Multiple pitches are available on payment of the appropriate fee. All stallholders must provide a suitable and sufficient risk assessment along with copies of other relevant documents (eg food hygiene). Stallholders are responsible for removal of their own rubbish offsite along with litter in the vicinity of their stall.

Organisation Category	Fee
A Charity or Community Group	£20 plus donation of raffle prize
B Individuals and Traders	£35 plus donation of raffle prize
C Food Trader	£75
D Rides and Attractions	By agreement of Fun day committee
E Community display only	FREE

The recreation ground will be open to stall holders from 10am-11.30am, when the site plan will be on display. No exhibitor should move to another position without the agreement of the Chief Marshall. The event will start at 12pm but because of the nature of the site, we cannot guarantee that the public will not arrive beforehand. No vehicle movements will be allowed on the main field from 11.30am until 4.30pm. The site must be cleared by 6pm.

Vehicles should be parked in the allocated car park unless required for safe storage of goods. In this case a single vehicle may be parked directly behind the stall but may not be moved during the event. This is subject to prior arrangement with the organisers.

All stall holders should be aware of Environmental Health and Safety Regulations and that every precaution is taken in this direction. Guy ropes and pegs must be clearly marked with hazard tape or hi-visibility material to minimise trip and collision hazard. Stallholders are also responsible for providing their own Public Liability Insurance. No responsibility can be taken by the Broadstone Fields in Trust Event Committee. (BFiTA).

-----Please retain the above for future reference -----

Broadstone Family Fun Day, Sunday 3rd July 2016 12-4.30pm

Name of Organisation

Description of Stall/Game

Raffle Prize being provided

Organisation Category: A B C D E (PLEASE CIRCLE)

Amount Enclosed CASH/CHEQUE No of pitches

Charity Number (if applicable)

Contact Name and Mobile number

Address/email

I accept the terms and conditions as set out in the stallholder agreement

..... Signed Date

Please return this form, with payment, by 15th June 2016 to - Sarah Kenway, 15 Westheath Road, Broadstone BH18 8EB.

Cheques should be made payable to Broadstone Fields in Trust Association.

Event Organiser – Mrs Vikki Slade 01202 604191/07717358330

Email – broadstonefunday@gmail.com