

Winsham Street Fair

Stall Holder and Activity Application Pack

Thank you for your interest in contributing to the Winsham Street Fair and in helping us to make it a fantastic event for Winsham. Without contributors and supporters like you, it simply wouldn't be possible to put on such an event, which we aim to be 'for the community, by the community'.

Winsham was granted a charter to hold an annual Street Fair by the Bishop of Bath & Wells in 1262. After a lapse of many years the custom was revived in 1985 and is now a popular bi-annual event.

For each year the fair is held a theme is chosen. The theme for this year is '**Food and Farming**' and those taking part are encouraged to enter into the spirit of the event by wearing fancy dress where possible or simply decorating the stall in an appropriate way.

There will be many attractions planned throughout the day, including music, performances, exhibitions and market stalls. We wish to accommodate a good variety of stalls and will give priority to local traders and those who reflect our diverse and talented communities.

To book your space at the Street Fair:

- Please read the following information, booking guidelines, and retain this page for your records.
- Complete and return the booking form with a cheque made payable to *Winsham Street Fair Committee* as soon as possible to:

Winsham Street Fair Committee c/o Ash Cottage, High Street, Winsham, Somerset TA20 4DZ or via email (as an attachment) to winshamstreetfair@gmail.com

This year the Winsham Street Fair will take place on Saturday 30 June 2018 from 11am-4.30pm.

Please note that all booking forms must be returned by Friday 22 June 2018 to guarantee a stall. Bookings for stalls will not be accepted after this date.

Winsham Street Fair – Saturday 30 June 2018

Booking Guidelines for Stallholders

Access and setting up:

- Access onto the site is from 9.00am
- The street fair opens to the public at 11.00am and we ask that all stall holders be set up and ready for 10.45am.
- The street fair will end at 4.30pm, this is when you can dismantle your stand and leave the site.
- Trade vehicles will be admitted to the fair site up to 10.30am but all vehicles must be off the road by 11.00am unless within a stall space, with prior approval only.
- Any space allocated which is not occupied by 10.30am will be considered as not required and may be re-allocated.
- At the end of the day please leave your stand area clean and tidy and remove all rubbish from site.

General booking conditions:

- The fee paid is for space only and must include room required for tent guy ropes (if required). The stallholders must make their own arrangements for gazebos, tables and chairs etc.
- Stall/pitch holders must only sell goods specified in the booking form.
- No person may sell goods or otherwise collect monies unless in possession of an approved application for stall space.
- Winsham Street Fair Committee reserves the right to refuse any application without assigning any reason.
- Winsham Street Fair Committee reserves the right to close any stall whose activities are not in the best interest of the Street Fair.
- All cancellations should be made in writing. We regret that payments made are non-refundable.
- The organisers reserve the right to cancel Winsham Street Fair at any time. Stallholders will be reimbursed. Stallholders booking will not be reimbursed for any other costs including any items bought in advance to sell at the Winsham Street Fair.
- The organisers will allocate your pitch according to site and programming requirements.
- Each stallholder is expected to take responsibility for their own health and safety and that of the public who visit their stands and must have the appropriate insurance if required.
- We will do our utmost to ensure that you have a successful festival, but we cannot be held responsible for the weather, interruption of power or services, failure of media advertising to appear.

Winsham Street Fair – Saturday 30 June 2018
STALL BOOKING FORM

1. Contact Details

Name			
Organisation/Trading name			
Address			
Telephone number		Mobile (for use during the event)	
Email			
Please describe the goods for sale/ activity or display			

2. Stalls

Stall Requirements All prices are for one 10ft pitch	Number of stalls required	Each	Total cost for stalls
		£	£
Charity or Community Group		6.00	
Individuals and Small Traders		12.00	
Commercial Food Outlets (food will be consumed on site)		25.00	
Total: (please make cheques made payable to <i>Winsham Street Fair Committee</i>).			£

3. Publicity

	Yes	No
Would you like some Winsham Street Fair leaflets/posters to display or distribute?		

4. Confirmation

I /We have read and agree to the terms and conditions set out in the Booking Guidelines attached.	
Signature _____	Date _____
Confirmation will be sent when your booking form and payment are received.	

Please return this booking form as soon as possible to Winsham Street Fair Committee
c/o Ash Cottage, High Street, Winsham, Somerset TA20 4DZ or via email (as an attachment) to winshamstreetfair@gmail.com

Forms must be returned by Friday 22 June 2018