



Trader Application 2019

*Saturday 15th and Sunday 16th June 2019 – **Trading times 10am – 4pm both days***

1. PERSONAL DETAILS

Contact Name

Company Name

Postal Address

Postcode

Email Address

Daytime Tel.

Mobile Tel.

Website Address

Business Twitter/ Facebook

I have attended a Fox Valley event before YES / NO

If no, how did you hear about the festival

2. PRODUCT DETAILS

Description of stall and the food/products you are selling

If you are selling food or drink items, please state which local authority you are registered with

Please state when the last inspection was carried out by Environmental Health

Please state your current hygiene rating

If your products are suitable for specialist diets, please indicate below

3. STALL / PITCH DETAILS

Please be aware all options and prices are inclusive to **BOTH DAYS** of the festival.

Space Available	Tick	Normal Price
Option A: Own carting unit/vehicle, NO POWER SUPPLY		£150
Option B: Standard 3M x 1.5M, white/blue stall, NO POWER SUPPLY		£80
Option C: Standard 3M x 1.5M, white/blue stall, LIMITED POWER SUPPLY		£100
Option D: Fox Valley 3M x 3M stall, NO POWER SUPPLY		£100
Option E: Fox Valley 3M x 3M stall, LIMITED POWER SUPPLY		£120
Option F: Own 3m x 3m stall, LIMITED POWER SUPPLY		£120

Please be aware there are limited spaces available for **Option A**. All applications will be processed on a first come first served basis.

4. UTILITY REQUIREMENTS

Please note we cannot guarantee to supply electricity if it has not been pre-ordered.

Power

Please note that due to the location of this event there is **LIMITED** electrical supply on site.

All **OPTION A traders (Street Food)** will be required to supply **their own generator** if power is required. If you are bringing your own generator it **MUST be silent** so as to not disturb other traders and elements of the festival. Only OPTION A traders (Street Food) will be allowed generators onsite.

Do you require electricity? YES / NO

If YES please list the equipment below and its consumption

Equipment	Consumption

Please note it is your responsibility to ensure any electrical equipment you bring has an up-to-date PAT testing certificate.

Tables

We can provide ONE trestle table for each stall. Would you like a table?

YES / NO

5. MARKETING OPPORTUNITIES

A festival programme / brochure will be available throughout the event:

Would you be interested in any marketing/advertising opportunities within the guide?

YES / NO

Main Stage Cookery Demonstrations: Would you be interested in doing a cookery demonstration at the festival to promote your produce/business: YES / NO

If you answered YES to the above marketing opportunities a member of the team will be in touch!

6. PAYMENT INFORMATION

Cheque

Please make cheques payable to **Stocksbridge Regeneration Company Limited**

BACS Payment

Please contact the event organiser if you would like to pay by BACS payment and an invoice will be issued with the banking details.

If for any reason we are unable to confirm your booking then the fee will be returned. Payment for the festival must be received along with the application form and relevant documentation before confirmation of place will be issued. Failure to supply the fee will result in the stall being reallocated.

CANCELLATION INFORMATION

Traders who cancel their booking before the 26th April 2019 shall receive a FULL refund. Cancellations received after that date will not be refunded.

Traders who do not turn up for the festival are NOT entitled to a refund and may jeopardize their applications to have a stall at future events. Event organisers are under no obligation to refund charges made as a result of the festival being cancelled, postponed, abandoned or otherwise affected outside the organisers control.

REQUIRED DOCUMENTATION

Traders are required to provide copies of the following documentation in advance of the festival. These copies must accompany application forms.

- a) A copy of valid Public Liability Insurance.
- b) A copy of PAT Test Certificate.
- c) A copy of Gas Certificate.
- d) A copy of Food Hygiene Rating Certificate.
- e) A photo of your stall (OPTION C/STREET FOOD ONLY) and also measurements of your unit/stall.

SIGNATURE

PRINT NAME

COMPANY NAME

PUBLIC LIABILITY INSURANCE NUMBER

DATE _____

Please return this form and all required documentation to:

Post:

Kayleigh Marron
Events Manager
Dransfield House,
Fox Valley Way,
Stocksbridge,
Sheffield
S36 2AB

Email:

kayleigh.marron@dransfield.co.uk

All application forms must be returned by **FRIDAY 26TH APRIL 2019.**

All applications will be processed on a first come first served basis.

Please note receipt of this form does NOT mean automatic acceptance. You will be notified if your application is successful.

If you have any queries regarding the application form please contact:

Kayleigh Marron, 01226 360644 or email above.

Date Received	Receipt Number	Amount Paid	Signature
Other Info			

(For Office Use Only)