

**Trader Application 2018**
*Saturday 16th and Sunday 17th June 2018*

**1. PERSONAL DETAILS**

**Contact Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Company Name**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Postal Address**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**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**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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**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**
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**3. STALL / PITCH DETAILS**Please be aware all options and prices are inclusive to both days of the festival.
Please be aware these prices are subject to change, this is **EARLY BIRD** discount pricing.
Application forms and payment must be received before **9th March 2018** to qualify for the discounted rate below after that rates will increase.
*Option A and Option B will increase by £10 and Option C by £20.*

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| **Space Available**  | **Early Bird Price**  | **Tick** | **Normal Price** |
| **Option A** – Standard Stall 3m x 3m, Fox Valley market stall | **£70** |  | **£80** |
| **Option B –** Standard stall 3m x 1.5m, white stall | **£70** |  | **£80** |
| **Option C –** Own unit any over 3mx3m (Limited numbers available) | **£100** |  | **£120** |

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

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| **Equipment** | **Consumption** |
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**4. UTILITY REQUIREMENTS**Please note we cannot guarantee to supply electricity or tables if they have not been pre-ordered. ***Power***Please note that due to the location of this event there is **LIMITED** electrical supply on site.

All OPTION C traders (Street Food)will be required to supply their own generator if power is required.If you are bringing your own generator it MUSTbe silent so as to not disturb other traders and elements of the festival. Only OPTION C traders (Street Food)will be allowed generators onsite. **Do you require electricity?** YES / NO

**If YES please list the equipment below and its consumption**Please note it is your responsibility to ensure any electrical equipment you bring had an up-to-date PAT testing certificate.

***Tables***We can provide trestle tables for each stall. Please circle the number of tables you require.
*(Any more than 2 and there is a charge of £4)*
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**5. MARKETING OPPORTUNITIES**A festival guide will be made available including a site map.

**Would you be interested in any marketing/advertising opportunities within the guide?**YES / NO

**Cookery Demonstrations: Would you be interested in doing a cookery demonstration at the festival to promote your produce and stall?**  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 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. Failure to supply the fee will result in the stand being reallocated.
 **CANCELLATION INFORMATION**Traders who cancel their booking before the 26th April 2018 shall receive a FULL refund.
Any time after that a refund will not be provided.

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
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COMPANY NAME
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**PUBLIC LIABILITY INSURANCE NUMBER
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DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please return this form and all required documentation to:**

**Post:**
Jessica Horton
Dransfield House,
Fox Valley Way,
Stocksbridge,
Sheffield
S36 2AB

**Email:**
jessica.horton@dransfield.co.uk

All application forms must be returned by May 2018.
All applications will be processed on a first come first served basis.

Please note reciept 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:
Jessica Horton, 01226 360644 or email above.

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| --- | --- | --- | --- |
| **Date Received**  | **Receipt Number**  | **Amount Paid**  | **Signature**  |
|  |  |  |  |
| **Other Info**  |  |

 *(For Office Use Only)*