



Stallholder Invitation

As a previous participant, we invite you once again to reserve a stall at Altrincham & District Festival which takes place this year on **Saturday 7th July** between 11am and 5pm. We hope you will be able to join us and thousands of people for another fun and profitable day of entertainment.

After 40 successful years, we are making some changes this year and next to keep the Festival up-to-date and in line with what participants and visitors want. Our former Chairman, Tony Fishwick, put in 27 years of service for which we are grateful and we are lucky to have both new and experienced organisers still on the team. However, having recently registered our organisation as a Community Interest Company, we are keen to welcome regular participants onto our Organising Committee in the hope that Altrincham Festival can continue its successful run for at least another 40 years.

Fees

Charity stalls - **£25.00** (proof of charitable status must be provided along with application)

Business stalls - **£40.00** (max 5m/10ft square)

If you require a larger than standard stall or trading area, please contact us and we will provide a quote.

To reserve a stall, please complete the booking form on the reverse of this invitation and either:

- Return it by POST along with accompanying documents and a cheque to the address below by **1st June** (see Methods of Payment)
- EMAIL it and accompanying documents to info@yourfestival.org.uk by **1st June** and send a direct bank transfer payment (see Methods of Payment)

Please note - Altrincham & District Festival CIC have the right to refuse permission for a stall/space at any stage. If permission is refused, a full refund will be given.

Terms & Conditions

Space

Stallholders must confine their stall frontage to no more than 10ft/5m and must provide their own tables, chairs, gazebo etc. We recommend you have a sturdy shelter as good weather cannot be relied upon and the Festival will not be cancelled due to inclement weather. If you require a larger space, please let us know, as we will be able to accommodate this at additional cost.

Access

You may access the showground from 8.30am where unloading will be allowed. All vehicles must then be moved to the designated parking spaces and without exception, **NO vehicular access to the showground or movement will be allowed after 10:30am**. For reasons of public safety, even if you decide to leave early, vehicular movement and access will not be permitted again until we close at 5pm.

Prohibited Items & Activities

You may not promote religious or political information or ideologies.

You may not provide, sell or offer as prizes any alcoholic drinks, aerosol-powered 'silly string' or live animals (including fish). Failure to adhere to this rule will result in the immediate closure of your stall and a ban from future events.

Insurance

As required by Trafford Borough Council, your charity or business must have Public Liability Insurance with a minimum of £5 million cover.

If you are interested in reserving a stall but are not yet able to apply, please be kind enough to respond initially to our invitation by phone, email, Facebook or Twitter so we can pre-plan our showground layout.

Altrincham & District Festival CIC, 33 Old Meadow Lane, Hale, Altrincham Cheshire WA15 8JT

Contact: Neil Taylor (Director) Mobile 07825 077204 Landline 0161 980 5473

E-Mail info@yourfestival.org.uk Web www.yourfestival.org.uk

Facebook.com/Altrinchamfestival Twitter @AltyFestival

THE EVENT: ALTRINCHAM & DISTRICT FESTIVAL - SATURDAY 7TH JULY 2018

CHARITY OR TRADING NAME: *(If stallholder is not a business then please state 'individual')*

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FULL NAME:

FULL ADDRESS:

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TELEPHONE:MOBILE.....LANDLINE.....

EMAIL:

WEBSITE:

Please give a full and detailed description of your planned fundraising activities, merchandise or the promotion that you are offering if a business.

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I, THE UNDERSIGNED, AGREE TO THE TERMS & CONDITIONS ON PAGE ONE WHETHER OR NOT THIS IS ENCLOSED. I ALSO UNDERTAKE FULL RESPONSIBILITY FOR MY GOODS AND PROPERTY IN RESPECT OF ANY LOSS OR DAMAGE WHICH MAY OCCUR. I UNDERSTAND THAT MY PITCH IS NOT UNDER COVER AND ALTRINCHAM & DISTRICT FESTIVAL CANNOT BE HELD RESPONSIBLE FOR ANY LOSSES OWING TO EVENTS BEYOND THEIR CONTROL WHICH CAUSE CANCELLATION OR EARLY CLOSURE OF THE SHOWGROUND.

Signature: _____ **Date:** _____

METHODS OF PAYMENT:

- BANK TRANSFER - Send your payment electronically to Natwest Bank Account Name - Altrincham & District Festival CIC, Sort Code 01-09-17, Account Number 66091896
- CHEQUE - Made payable to Altrincham & District Festival CIC, posted along with your form and accompanying documents to the address below.

PLEASE MAKE SURE YOU INCLUDE THE FOLLOWING DOCUMENTS (WHERE APPLICABLE) WITH THIS FORM, WHETHER YOU SEND THEM BY EMAIL OR POST.

- Valid public liability insurance certificate
- Charity registration number

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