

Evesham River Festival Field Booking Application Form

(non food) Saturday 7th July 2012

Thanks for your interest in booking a pitch on Workmen Gardens. Could you please complete this form in full, sign it and return it to us by 22nd June 2012. If you have any queries please don't hesitate to contact us.

Standard Pitches £10 per metre². (i.e. a 3m by 3m stall will cost £90)

We offer a 50% discount to all registered charities. (limited space)

Please indicate how much space you require:

_____ Metre Frontage by _____ Metre depth = _____ **Metres²**

(N.B. this must include space for any vehicle you wish to keep on site)

There will be a Free Traders car park this year 250metres from the event site, if you wish to use it please give size of vehicle ___m long by ___wide. (this car park will be patrolled)

Registered Charity Number: _____

Organisation/Company Name: _____

Contact Name: _____

Address: _____

_____ Postcode: _____

Telephone Number: _____ Mobile: _____

E-Mail Address: _____

Items to be exhibited or sold: _____

Please send a minimum £50 deposit to secure you booking (no refundable) Cheques are made payable to 'Evesham River Festival'

Amount sent £_____ Balance of £_____ to be paid in full on arrival.

(if you wish to pay the balance by cheque you will need to send it to us 7days before the event)

A current copy of your Public Liability Insurance Certificate must be included with your application. (If it expires before 9th July 2011 send copy of the new one before the event) **NO INSURANCE NO TRADING**

Form continues with Terms & Conditions

Internal use only

Public Liability Received:

Amount paid in:

Slip number:

Date:

Balance Due:

Please send this form & a Stamped

addressed envelope to: Evesham River Festival,

Landside, 14 Manor Rd, Evesham

Wickhamford, WR11 7SA

Accounts Dept: 01386 832221 Landside Manager: 07583862460

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I/we indemnify Evesham River Festival from and against all claims, damages or losses however caused, from my occupation of the Workmen Gardens, Waterside, Evesham, 8th,9th,10th July 2011 and I/we have read and agree to the terms and conditions listed.

Evesham River Festival Terms & Conditions

- 1, **Only diesel generators** are allowed on site that must be fenced off.
- 2, Bookings will not be confirmed unless a public liability insurance certificate and a deposit payment for the exhibition space are settled before the event.
- 3, For health & safety reasons **NO VEHICLE** will be allowed to leave the main show area until the Festival has been officially closed. (Approximately 23.00hrs Saturday evening).
- 4, Evesham River Festival reserves the right to refuse admission to any trade stall or exhibitor to the Workmen Gardens.
- 5, Traders will be allowed to start setting up from 06:30hrs on the day of the event. All stalls must be set up and vehicles vacated the field before 11:00hrs.
- 6, Trading hours on Saturday are from 11:00hrs to 22:30hrs. We leave it up to the individual trade. If you wish to leave before 23:00hrs you will have to do this without bring your vehicle onto Workmen Gardens.
- 7, All traders must ensure that they comply with Health & Safety Regulations and any other relevant regulations as necessary.
- 8, All traders are responsible for the clearing up and removal of any litter and trade waste in their trading area.
- 9, Evesham River Festival is unable to supply any equipment, including gazebos, tables and chairs, for use by any trader.

Sign:_____

Print:_____

Date:_____

Please retain a copy for your reference