



6D HANDLEY WAISTCOAT FESTIVAL – TRADER’S APPLICATION FORM

The Sixpenny Handley Waistcoat Festival team is now accepting applications from traders for this year’s festival taking place on **Saturday 21st May 2016**. We are looking for traders in locally sourced food, crafts, clothing, etc., as well as country craft demonstrators.

This fun, family-themed event aims to bring the community together through various activities during the day and to raise money for local projects throughout the parish. The first Waistcoat Festival held in 2014 was a huge success with an estimated footfall of over 1,000 throughout the day. The event will be publicised throughout the parish, online through social media, in the local press and on local radio.

We are inviting traders and craft demonstrators to take pitches which will be lined up along our High Street and in the churchyard, plus there will be a few spaces available in Hanlega’s Restaurant at the top of the High Street for those needing indoor space.

Terms & Conditions

- Pitches will be approximately 6’ (single) and 12’ (double).
- Pitch fees are £35.00 (single) and £50.00 (double).
- 20% discount on outdoor pitch fees available to charitable organisations and local community groups.
- A few smaller indoor pitches will be available on a first come, first served basis in Hanlega’s Restaurant for a fee of £25.00.
- Full payment for all pitches must be received by **Thursday 31st March 2016**.
- Unfortunately we cannot refund pitch fees except under exceptional circumstances such as cancellation of the event. Should a trader fail to turn up on the day they will forfeit their fee. We cannot predict attendance but will publicise in the local media and online and take all reasonable steps to ensure the highest possible attendance at the event.
- Set up will be from 11.00 am when the High Street will be closed to vehicles and the event will start at 12.30 pm.
- Traders may take down stalls from 4.00 pm and all pitches must be cleared away by 5.00 pm when the High Street will re-open to traffic.
- All rubbish should be removed by traders at the end of the event.
- Traders should provide their own table and gazebo (if necessary).
- To ensure fairness to all we reserve the right to decline a trader application should we already have accepted one from a similar trader.
- The organisers reserve the right to change the location of the trade stands and craft demonstrations at short notice should weather conditions/street closure issues make it necessary.
- If you are selling food it is your responsibility to have a current and applicable food hygiene certificate.
- It is all traders’ responsibility to have the appropriate public liability insurance.
- The organisers will not accept any liability for any loss of or damage to property or for the negligence of the trader.
- Please submit your Trader’s Application Form, together with your cheque payment made payable to ‘Sixpenny Handley Village Hall’, **by no later than Thursday 31st March 2016** to: Penny Mansergh, Sixpenny Handley Waistcoat Festival, 6 High Street, Sixpenny Handley, Dorset SP5 5NR



6D HANDLEY WAISTCOAT FESTIVAL 2016

TRADER'S APPLICATION FORM

Name of business:	Contact Name:
Address of business:	
Telephone number(s):	Email address:
Website: Facebook:	
Brief description of your product:	
Approximate size of your stall:	
By signing here, I declare that I have read the Terms & Conditions of the booking and understand my responsibilities as a stallholder at the Sixpenny Handley Waistcoat Festival.	
Signed: _____	Date: _____

**Please return this booking form with your cheque made payable to 'Sixpenny Handley Village Hall' to:
Penny Mansergh, Waistcoat Festival, 6 High Street, Sixpenny Handley SP5 5NR by no later than Thursday 31st
March 2016.**