



Bampton Charter Fair

Visit our website www.bamptoncharterfair.org.uk

Thursday 25th October 2018 One Day Outdoor Street Market 8.00am - 7.00pm Booking Form for Stall Space

Please return booking form by **FRIDAY 6th JULY 2018** together with
Payment and proof of **Public Liability insurance**

Please use **BLOCK CAPITALS** when completing this form, and be accurate, as space is allocated based on the measurements you give.
Pitches are allocated only on receipt of payment -- [Pitch numbers](#), [Receipts and Parking Arrangements are not issued until early October](#).

Your Name.....Company Name.....

Address.....

Postcode.....

Landline Tel NoMobile No.....

E-mail address

NMTF No. / Showman's Guild No. / Equivalent Insurance No. Date Expires.....

Please provide full details of goods on display

[Are you – Auctioning / Demonstrating / Pitching / Normal Trading?](#) (Please delete those which DO NOT apply to you)

**PLEASE ENTER YOUR STALL DETAILS BELOW – PITCHES ARE CHARGED AT £3.00 PER FOOT (FRONTAGE)
MINIMUM OF 10 FEET (£30.00)**

Frontage of stall including tow bars, opening doors, working space etc Foot

Depth of stall (front to back) including overhangs, awnings, working space etc Foot

****Most pitch sites require off site parking, and there is no parking in the street unless previously arranged with the fair organiser****

Should a space become available where you could park your vehicle with, or behind your stall, then please also complete the next section and give the total amount of space required - ie: stall space and vehicle space added together. This helps to assist with the street planning.

Frontage of stall (as above) including any additional space required for vehicleFoot

Depth of stall (front to back as above) including any additional space required for vehicle.....Foot

**** IMPORTANT ****

PLEASE NOTE: There is no vehicle movement in the street between 8.00am and 7.00pm

Bookings can only be accepted on receipt of a copy of a valid **Public** Liability (**not** Employers Liability) insurance certificate in your name or your business name, or a photocopy of NMTF/Showman's Guild membership (see Terms & Conditions)

I would like to reserve stall space at Bampton Charter Fair and confirm that I have read, and will abide by the Terms & Conditions (attached) of Letting for Bampton Fair Traders. Cheque/Postal Order enclosed for £..... (minimum £30.00) or BACs payment advice to Unity Trust Bank sort code:608301 A/c No:20353766

Signature..... Date.....

Cheques/postal orders/bank transfers are payable to **Bampton Town Council** and sent or advised to:
PENNY CLAPHAM, PENTON CHAPEL, CHRISTOW, EXETER, EX6 7NP

NB: By signing this form you agree to Bampton Town Council holding your details securely on file as per the General Data Protection Regulations 2018.

Bampton Charter Fair

Visit our website www.bamptoncharterfair.org.uk



One Day Street Market Thursday 25th October 2018

TERMS & CONDITIONS FOR TRADE SPACE

- **The tolls for trading space at the Fair are £3.00 per foot frontage MINIMUM OF 10 FEET (£30.00) (measured across the width of the stall or vehicle at its longest point to include tow bars, any overhangs and opening of doors).**
- All traders must be covered by a **Public** Liability Insurance policy, **minimum cover £2million**. Proof of such cover must be submitted at the time of booking and may be asked for on Fair Day so please ensure you are carrying a copy of a valid certificate or NMTF membership or you will not be permitted to trade.
- **Trading hours are from 08.00am until 7.00pm** although stallholders are invited to remain open for business until 8.00pm. There is no vehicle movement in the street between 08.00am and 7.00pm. Please do not start packing up your stall before 6.30pm
- There is no parking in the street unless previously arranged with the fair organiser.
- Once a pitch has been given and payment received, no refund will be given.
- Names and addresses of traders must be displayed prominently on the pitch. (Members of the NMTF may display their names with the address of the NMTF office).
- Any space allocated is for personal use for the trade specified at the time of booking.
Pitches are Non-Transferrable. Sub letting is NOT permitted
- **In the event that you are going to sell different products** to those on your booking form please inform the Fair Organiser in advance, and **no later than 30th September, 2018.**
- **Ball Bearing Guns, Laser Pens and E-cigarettes are NOT PERMITTED to be sold on any of the stalls**
- Stall space must be occupied by **07.45am on Thursday 25th October 2018**. If not, then the pitch will be re-allocated. **Requests for regular street slots MUST be received by the July date. If not requested, any such sites will be re-allocated.**
- Stalls may be set up on Brook Street & Briton Street only from **8.00pm** on Wednesday 24th October 2018. We shall endeavour to ensure that pitches are clear of parked vehicles but the road closures do not come into force until midnight.
- We are required to ensure that there is 12' of clear road for fire/emergency vehicles. Any stall or vehicle must therefore be **a minimum of 6 feet away** from the centre of the road (or from the centre white road markings where applicable) including any awnings or overhangs.
- As stalls face in to the street, please make use of the pavements. Bear in mind you may also need to bridge the gutter. Some pitches are on a slope. Please be considerate to our residents and shop owners by maintaining a clear area for access to doorways at the back of your stall or vehicle.
- Any areas marked 'keep clear' **must** be kept free of any obstruction as they give either fire or wheelchair access
- Insulation of all electricity cables must be in perfect condition and all cables must be safely located.
- We are unable to provide electricity and you will need to provide your own lighting.
(NB: this year British Summer Time ends Sunday 28th October 2018.)
- **The Fair Organiser's decision on the allocation of space and all other matters is final.**