



Bampton Charter Fair

Visit our website www.bamptoncharterfair.org.uk

Thursday 31st October 2019 One Day Outdoor Street Market 8.00am - 7.00pm Booking Form for Stall Space

Please return booking form by **FRIDAY 7th JULY 2019** together with notification of your

Payment by Bank Transfer and proof of **Public Liability insurance**

Payment can also be made securely over the phone by credit/debit card

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 and Parking Arrangements will be issued mid October.](#)

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

Full details of goods for sale.....

Address.....

Postcode.....

Phone Number.....

E-mail address

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

[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 £3.10 PER FOOT (FRONTAGE) MINIMUM 10 FEET (£31.00)

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
There is a maximum depth dependent on where in the town your stall is situated.

Some parking allowed – please advise if required. This has to include TOTAL depth of stall space.

Most pitch sites will require off-site parking. THIS IS FREE. There is no parking in the street unless allocated and advised to you.

**** 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. Bank transfer for £.....

(minimum £31.00) to Unity Trust Bank sort code:608301 A/c No:20353766.

Or pay securely over the phone by contacting the Clerk, on 07745 210493.

Form and insurance documents can be emailed to clerk@bamptontowncouncil.gov.uk together with advice of date of bank transfer payment made.

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

If a cheque, payable to **Bampton Town Council** and sent 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.

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One Day Street Market Thursday 31st October 2019

TERMS & CONDITIONS FOR TRADE SPACE

- **The tolls for trading space at the Fair are £3.10 per foot frontage MINIMUM OF 10 FEET (£31.00) (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. Off site parking in designated car parks is now FREE.
- 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.**
- **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 31st October 2019**. If not, then the pitch will be re-allocated. **Requests for regular street slots MUST be received by the July date. If not requested, by then, any such sites will be re-allocated.**
- Stalls may be set up on Brook Street & Briton Street only from **9.00pm** on Wednesday 30th October 2019. 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.

The Fair Organiser's decision on the allocation of space and all other matters is final.