

STRAWBERRY HILL MUSIC & FUN DAY

Sunday 21 June 2009, 11.30-7.00pm

Sponsored by:



Supporting:



CATERING CONCESSION APPLICATION

| | |
|-----------------------|-------------|
| Title: Mr/Mrs/Ms/Miss | |
| Surname: | First Name: |
| Trading Name: | |
| Address: | |
| | Postcode: |
| Home Phone Number: | |
| Mobile Number: | |
| Email Address: | |
| Product/Service: | |

| | |
|---|--|
| Please provide a copy of the following: | |
| - Local Authority Trading Licence | |
| - Food Hygiene Certification | |
| - Electrical & gas installation Compliance Certificates (if applicable) | |
| - Public Liability Insurance Certificate | |

Please complete this form and return with your payment made payable to **STRAWBERRY HILL MUSIC & FUN DAY** to:

Ingrid van der Weide
 Strawberry Hill Music & Fun Day
 c/- 4 Michelham Gardens
 Twickenham Middlesex TW1 4SB

NOTES TO STALLHOLDERS

1. **Allotment of space.** Space will be allocated by the Event Organisers. Stallholders cannot be supplied with plans prior to allocation. Every endeavour will be made to meet the general wishes of stallholders with regard to position, without causing unfairness to others. The Event Organisers reserve the right to reject any proposed entry, or to cancel an entry without being required to give a reason.
2. **Confirmation of space reserved.** Applications for space will be confirmed by returning the booking form accompanied by a cheque, made payable to Strawberry Hill Music & Fun Day. Please allow 5 working days for cleared funds.
3. **Cancellation of space reserved.** Where an exhibitor cancels the space reserved for him for any reason, fees will be refunded until two weeks prior to the event. Within 14 days of the event all fees paid will be forfeited unless the space is re-let.
4. **Electricity.** There is no electricity available on site.
5. **Generators.** Generators are permitted on site but must comply with safety regulations and be accompanied by an electrical & gas installation compliance certificate. Generators must not be accessible to members of the public and must not cause annoyance to neighbouring exhibitors.
6. **Fire Precautions.** Fire precautions on stands are the responsibility of the exhibitor. Any exhibitor intending to use gas cylinders (e.g. Calor gas, propane, butane, helium, etc) on the day of the festival is to notify the event organisers at the time of the booking. No open fires will be permitted.
7. **Deliveries.** All stallholders will be required to move their vehicles from the festival grounds by 10.30am on the day of the event. Goods arriving after 10.30am must be carried by foot to the grounds.

Arrival & Departure. The festival grounds will be open from 8.00am on the day of the event and stallholders should have their stands arranged in proper order by 11.00am and may not dismantle before 6.00pm. The festival grounds will be re-opened to allow vehicles onto festival grounds for dismantling and departure at 7.00pm. Stallholders wishing to depart before 7.00pm must carry their goods from the festival site.
8. **Insurance.** All stallholders are responsible for ensuring that they have the appropriate insurances to cover their activities on the day of the event as their activities will not be covered by the Rugby Football Union's or Event Organiser's insurances.
9. **Security.** The Event Organisers will not be responsible under any circumstances for the safe keeping of any article or item exhibited or brought into the festival by a stallholder.
10. **Undue Noise.** No stallholder will be allowed to shout or call attention to his goods or use any equipment that might cause annoyance to other stallholders. The selling of goods by auction is prohibited.
11. **Appeals, competitions, raffles, etc.** Organisations wishing to make appeals or run competitions must first write to obtain permission from the Event Organisers, but will NOT be allowed to make collections outside the limits of their stands.