



Farnham Food Festival 2015 Stall Holder Application

Note to Applicants

- The closing date for applications is Friday 31 July 2015.
- Businesses located within GU9/GU10 postcode will receive a 10% discount on pitch fee.
- Businesses that regularly attend the Farnham Farmers' Market will receive a 20% discount on pitch fee (please ask if you are unsure if you qualify).
- **IMPORTANT NOTE:** discounts are not cumulative and are applicable to pitch fees only.
- Please refer to the Rules and Regulations when completing this application form.
- All sections of this form must be completed. Incomplete forms may result in rejection of your application. (NB: 2 Pages)
- Pitches will be allocated

Company Name	
Goods Sold	

This information is needed to enable effective advertising of the market and to help minimise any potential conflict between producers caused by an overlap of products. Stalls will be allocated based on best combination of products to make for an interesting and varied layout.

Item	Price	Number required	Discount (%)	Cost (£)
Pitch (3m x 3m)	£144.00 (£120.00 + VAT)			
Catering Pitch (3m x 3m)	£264.00 (£220.00 + VAT)			
Gazebo	£60.00 (£50.00 + VAT)		N/A	
Electricity	£120.00 (£100.00 + VAT)		N/A	
Table	£12.00 (£10.00 + VAT)		N/A	
			TOTAL:	

Contact Name	
Address	
Daytime telephone number: Mobile telephone number:	
Email	
Website (If Applicable)	

I the undersigned do hereby confirm that I have read and understood the rules and regulations for trading at the Farnham Food Festival 2015 and I accept the terms as outlined.

I also understand that bookings will not be confirmed until full payment has been received and that failure to pay any balances due to the Town Council before the event will result in the rejection of my application.

Signed:

Name:

Date:

Please return your completed form **with** the following:

1. Full payment (cheques should be made payable to Farnham Town Council).
2. A copy of your Public Liability Insurance certificate (this must be valid on 26 September 2015).
3. A copy of your Basic Food Hygiene certificate (only required if selling food).
4. A copy of your Personal Licence certificate (only required if selling alcohol).
5. A signed copy of the Rules and Regulations for trading at the Farnham Food Festival 2015.

Please return all relevant documents to Stephanie King, Events Officer, Farnham Town Council, Council Offices, South Street, Farnham, Surrey GU9 7RN, or alternatively via email on events@farnham.gov.uk.

Important Note:

Receipt of a booking form and full payment does not guarantee allocation of a stall. The application will be assessed and you will be contacted shortly after the form has been assessed and accepted. Payment may or may not be cleared in this period, although rejected applications will be refunded in full.