

Picnic in the Park 2015

Stall Holder Application

Note to Applicants

- The closing date for applications is Friday 1 May 2015.
- 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.

Company Name	
Goods Sold	

Item	Price	Number required	Cost (£)
Pitch (3m x 3m)	£84.00 (£70.00 + VAT)		
Catering Pitch & Stall (3m x 3m)	£168.00 (£140.00 + VAT)		
Electricity	£80.00 (£66.67 + VAT)		
Table	£12.00 (£10.00 + VAT)		

NB: A shared 10m x 4m marquee is included within the pitch fee unless otherwise specified. Please inform Farnham Town Council if you wish to bring your own gazebo.

Contact Name	
Address	
Telephone (Day)	
Mobile	
Email	
Website (If Applicable)	



I the undersigned do hereby confirm that I have read and understood the rules and regulations for trading at Picnic in the Park 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 cancellation of my application and that I will not be able to trade.

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 28 June 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 Picnic in the Park 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.