



Salt Fest
Saturday 8 – Sunday 9 September 10.30am – 4.30pm
CHARITY/COMMUNITY GROUP BOOKING FORM

CONTACT DETAILS		Contact Details on Event Website?
Name of Charity/Community Group		
Contact		
Address		
Telephone – land & mobile		
E mail		
Full Product Details (state what you will be doing/selling)		
Public Liability Insurance <i>Please enclose a copy</i>	I hold my own Public Liability Insurance which is valid during the date of the event. <input type="checkbox"/>	
Health and Safety: 1. Will you be doing any cooking on the stall/selling temperature controlled food and/or drink? 2. Do you perceive any H & S risks?	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, please submit a risk assessment	
Do you have any specific access needs to set up your stand e.g. size of vehicle, trailer	Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, please submit details	

STALL BOOKING								
Item	Day	Location – tick/number required						Total
		Vines Park (Premium)		Vines Park (Standard)		Electricity		
		Cost	No.	Cost	No.	Cost	Tick	
Pitch Only Max size to fit 3x3m stall. <i>Please indicate pitch size*</i>	Weekend	£49.50		£16.25		£10		
	Saturday	£30		£10		£5		
	Sunday	£25		£7.50		£5		
Pitch + Gazebo & 1 Table	Weekend	£67.50		£33.75		£10		
	Saturday	£40		£20		£5		
	Sunday	£35		£17.50		£5		

Advert – Full page A5	£50 + VAT		
Advert – ½ page A5	£30 + VAT		
Advert – ¼ page A5	£15 + VAT		
Enhanced Website Listing	£6		
Grand Total -			

***If you require a larger pitch then a higher charge will apply e.g. 4m frontage increase charge by 1/3rd; 6m frontage will be 2 pitches.**

ELECTRICITY REQUIREMENTS (if applicable)**See Exhibitor General Terms and Condition of Booking note 14**

All electrical items you wish to use on your stand must be listed below

Item	Wattage

PAYMENTPayment is due in full as soon as possible to secure your stall/space/advertising but at the latest **must reach us by 10 August 2018****Payment by cheque** Please make cheques payable to: **“Wychavon District Council”**

Payment by BACS

Account: Wychavon District Council Receipts Account
Bank: HSBC, 6 Broad Street, Worcester WR1 2EJ
Account: 72290529
Sort Code: 40-47-17
*Please use the reference: **SF18[your business name]** for your payment*

AGREEMENT

I have read and understand the Salt Fest 2018 General Terms and Conditions and agree to be bound by them

Signature:**Print Name:****Date:****GDPR**

Wychavon District Council care about your data and privacy. Please tick the following if you are happy for us to use photographs of you/your business and products/service to promote future events.

Please tick as appropriate ✓

in printed publications i.e. leaflets, reports, posters, banners, displays, newsletters, etc.
 on the Salt Fest and Wychavon District Council's websites and affiliated websites managed by and on behalf of the council.

on social media, i.e. Facebook, Twitter, Instagram managed by Wychavon District Council.

in informative, promotional and instructional films and videos produced by and behalf of Wychavon District Council

in newspapers, magazines and other printed and digital publications produced by external companies, e.g. adverts, press releases in local papers.

FINAL CHECKLIST & BOOKING**Booking Form****Public Liability Insurance Certificate****Payment**

Cheque Enclosed

BACS

Risk Assessment (if applicable)**Advert – sent in electronic format to email address below****Enhanced website – sent in electronic format to email address below**

(contact details, product descriptions, logo, 1 image and link to own website)

Please send to us **by Friday 3 August 2018** to:**Postal address**Jane Roberts, Regeneration Team, Wychavon District Council,
Civic Centre, Queen Elizabeth Drive, Pershore, WR10 1PT**Email - trading@saltfest.co.uk**