

For Office Use Only

Received	Payment Cheq Bacs Cash	Confirmation	Stall Number
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Sandbach Christmas Market
Friday 30 November 2018
BOOKING REQUEST FORM



CONTACT DETAILS

<i>Business Name</i>	
<i>Owner's Name</i>	
<i>Email Address</i>	
<i>Mobile Number</i>	
<i>Landline Number</i>	
<i>Postal Address</i>	

PRODUCT INFORMATION

<i>Type of Products for Sale (please give a full description)</i>
<i>Unique Selling Proposition for your Products</i>

<i>Are the products you intend to sell made by yourself?</i>	YES	NO
<i>Are the products you wish to sell Fair Trade?</i>	YES	NO

<i>Do you intend to sell any products containing alcohol?</i>	YES	NO
<i>Do you have an alcohol sales (off-sales) licence?</i>	YES	NO

INSURANCE DETAILS

<i>Public Liability Cover</i>	£
<i>Insurance Company</i>	
<i>Policy Number</i>	
<i>Expiry Date</i>	

Festoon Lighting is included in stall cost. You may want to consider using additional battery-powered lights to highlight your products.

OTHER INFORMATION

<i>Date business established.</i>	
<i>Please list other markets/craft fairs you attend.</i>	

In order to minimize plastic and non-biodegradable waste we promote the use of recycled or sustainably produced bags, packaging, food and drink containers and utensils. Are you able to comply with this request?	YES	NO
	Please delete as appropriate	

All stall holders are responsible for bagging and removing their rubbish. Do you agree to remove your rubbish at the end of trading?	YES	NO
	Please delete as appropriate	

Stall holders are responsible for ensuring that goods conform to any relevant health, hygiene, handling, legal and safety requirements. Do you accept this responsibility?	YES	NO
	Please delete as appropriate	

We would like Stall Holders to wear some form of festive attire. Do you intend to join in the Christmas spirit and wear something Christmassy? <i>There will be a prize for the stall holder wearing the most festive costume.</i>	YES	NO
	Please delete as appropriate	

<i>Form completed by:</i>	
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Pricing: Hot Food Stalls £60 ~ Refreshments/ Drinks Stalls £45 ~ Other £40

Please return your completed booking form and include a cheque for applicable fee as above, payable to 'Sandbach Town Council' and post to:

Sandbach Town Council, Literary Institution, Hightown, Sandbach, Cheshire, CW11 1AE

Or return completed form by email to christmasmarket@sandbach.gov.uk and pay by BACS:

Name: Sandbach Town Council
 Account: 72702729
 Sort code: 01 07 80
 Ref: Xmas (+ your name)

Space is allocated according to type of product to ensure variety across the whole market. You will receive a booking confirmation if space has been allocated to your business.

In case of non allocation of stall, please complete BACs refund information below:

Bank Name:

Sort Code:

Account Number:

Please tick this box if you wish to opt IN to future communication from Sandbach Town Council concerning the Christmas Markets.	
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