**SANDBACH CHRISTMAS MARKET**

***Friday, 6th December 2024***

**TRADER APPLICATION FORM**

 **Contact Information:**

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| *Business/Stall Name:* |  |
| *Contact Name:* |  |
| *Email:* |  |
| *Phone:*  |  |
| *Address:*  |  |

 **Product Information:**

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| ***Product range:****This helps our dedicated team in facilitating a varied and interesting market for visitors.  If a stall is allocated to you, we reserve the right to ask you to remove products not listed here from sale at our event, where product duplication occurs as a result of an omission****.*** |  ***Continue on separate sheet if more space needed…*** |
| ***Detail the product source and tell us a little about your product’s uniqueness:***  |  |
| **Are your products handmade by yourself?** | Yes | No |
| **Do your products contain alcohol?** | Yes | No |
| **Is your alcohol sales licence attached? (Where applicable)**  | Yes | No  |
| **Have you attached:** * PLI (Public Liability Insurance)
* Risk Assessment
* Hygiene Certificates (Where applicable)
 | YesYesYes | NoNoNo |
| **It is the stallholder’s responsibility to ensure that goods conform to relevant health, safety, hygiene, handling and legal requirements.**  |
| Do you accept this responsibility? | Yes | No |

**Other Information**

***All*** *applications must be accompanied by a BACS payment, made to:*

Account Name: Sandbach Town Council Account No.: 72702729
Sort code: 01 07 80 Reference: Xmas *& Your trading name*

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| **Please confirm stall requested by ticking relevant box below:**  |
| Standard (£46) |  | Double (£90) |  | Hot Food (£68) |  | Refreshment (£52) |  |

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| **Individual stall allocation ensures a wide and rich variety of product across the whole market. You will receive an email confirmation if a stall is allocated. Where allocation is not possible, a refund will be issued within 14 days of decision. Please confirm your bank details for any refund due**. |
| Account Name:  |  |
| Account Number:  |  |
| Sort Code: |  |
| Date original payment made:  |  / / 2024 £ |

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| **In order to minimise plastic and non-biodegradable waste we promote and request the use of recycled and sustainably produced bags, packaging containers and utensils.**  |
| Can you comply with this request? | Yes | No |

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| **ALL stall holders are responsible for bagging and removal of their rubbish. *Refuse should not be stacked on top of, or next to, general waste bins on site.***  |
| Do you agree to remove your waste from site? | Yes | No |

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| **To add a little extra Christmas-Spirit to the event, we ask all our traders to wear something Christmassy!**  |
| Do you accept this festive request? | Yes | No |

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| **Future Contact?**  |
| Are you happy to be contacted about our future Christmas markets?\*  | Yes | No |
| Would you like to be informed of any other one-off markets we run?\* | Yes | No  |

 *\*Your details will only be used for communication purposes specified.*

**All enquiries and completed applications:** **christmasmarket@sandbach.gov.uk**

*Please note: Payment/submission of application does not guarantee a place at the Christmas Market.

We understand this is a busy time for your booking diaries and so will be in touch as soon as possible to update you on the application status. To assist our process, please check that all sections of this form are complete and that you have attached relevant documents and payment confirmation.* **.For office use only:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date Rec’d:**  | **Payment Rec’d** | **Response:**  | **Stall No.**  | **Location** |
|  **/ /** |  **£** |  **Date:**  |  |  |