

# STALL BOOKING FORM

## WALLINGFORD CARNIVAL SATURDAY 20TH JUNE 2020



The theme of this year's carnival is "**Musicals**".

Stalls will be restricted to traders from Wallingford and the surrounding area or connected to the town.

We also want to encourage diversity and may reject applications where there are too many stalls selling or doing the same things.

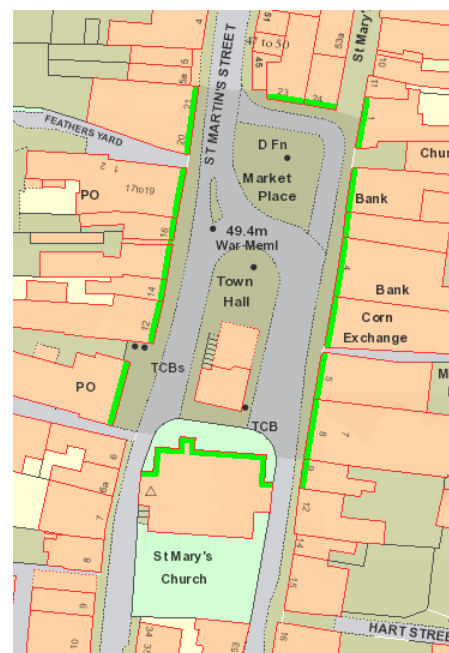
**The fees and arrangements have changed from previous years.**

Stalls located in the Market Place will attract a higher fee than those in other places. The Market Place is highlighted on the adjoining map.

Information will be distributed to stallholders via email. Any stallholder without an effective email address will be contacted by post and telephone and this will incur an administrative fee of £20.

Stall spaces will be 3m x 3m and the fee to rent a space will be:

<b>Commercial Stalls in Market Place</b>	<b>£40 for 1 space</b>
<b>Commercial Stalls in other locations</b>	<b>£25 for 1 space</b>
<b>Charity Stalls in Market Place</b>	<b>£25 for 1 space</b>
<b>Charity Stalls in other locations</b>	<b>£10 for 1 space</b>



**Hot Food Stalls**     **Separate arrangements apply, please contact the Stall Co-ordinator.**

**If you need more than a single 3m x 3m space please discuss your requirements with the Stall Co-ordinator.**

Stall fees may be paid in advance (cheques payable to Wallingford Carnival, or by electronic transfer to Wallingford Carnival Account 60-22-19 67145663), otherwise they will be collected during the afternoon.

**WALLINGFORD CARNIVAL - THIRD SATURDAY IN JUNE**

The theme of this year's carnival is "**Musicals**" and stallholders are invited to decorate their stalls (and themselves) in line with this theme.

The roads will be closed to normal traffic from 9:00am to 7:00pm.

On Carnival day, stallholders can start to set up their stall before 9:00am, but the roads must be kept clear until 9:30am. Stallholders are responsible for clearing away their own litter.

All stallholders are expected to have their own public liability insurance and be able to demonstrate compliance with any other legal requirements.

All stallholders will be notified of their stall location prior to Carnival Day.

On Carnival Day, a chart showing all stall locations will be available outside the Town Information Centre. Dennis Jackson, Stall Co-ordinator, will be available to assist and advise stallholders.

**To book a stall space, please:**

**a) contact the Stall Co-ordinator Dennis Jackson [stalls@wallingfordcarnival.co.uk](mailto:stalls@wallingfordcarnival.co.uk) and once the availability of space has been confirmed,**

**b) send electronic copies of the form and other documents to Dennis Jackson or paper copies to:**

**Wallingford Carnival, % 45 High Street, Wallingford, OX10 0DB**

<b>Wallingford Carnival Stall Application for 20th June 2020</b>		
Are you a registered charity?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Requested stall location	<input type="checkbox"/> Market Place	<input type="checkbox"/> Other
Size of pitch	<input type="checkbox"/> 3m x 3m	<input type="checkbox"/> Other
What are you selling or doing?		
Signed .....		
On behalf of .....		
Address .....		
.....		
Phone number .....		
Email Address .....		

**WALLINGFORD CARNIVAL - THIRD SATURDAY IN JUNE**