STALL BOOKING FORM WALLINGFORD CARNIVAL SATURDAY 17TH JUNE 2023



The theme of this year's carnival is "What A Wonderful World".

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.

All stalls will be located on the Kinecroft.

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:

Commercial Stalls £40 for 1 space
Charity Stalls £25 for 1 space

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.

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

The Kinecroft will be closed to vehicle movements from 11:30am to 4:00pm.

On Carnival day, stallholders can start to set up their stall from 9:00am.

Stallholders are responsible for clearing away their own litter.

All stallholders are required 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 at the Information Tent. 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 <u>info@wallingfordcarnival.co.uk</u> 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, ^c/_o 45 High Street, Wallingford, OX10 0DB

Wallingford Carnival Stall Application for 17th June 2023		
Are you a registered charity?	[] Yes	[] No
Size of pitch	[] 3m x 3m	[] Other
What are you selling or doing?		
Signed		
On behalf of		
Address		
Phone number		
Email Address		