

Rowlands Castle Village Fair Booking Form 1st July 2017

Please complete all shaded sections of this form fully.

Contact Name:

Contact Address:

Tel No:

Mobile No:

Email Address:

Name of Organisation/Craft Stall

Description of intended use – this must be sufficient for us to risk assess your stall

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*If you are proposing to sell or otherwise provide foodstuffs of any kind,
please see overleaf.*

Please note – we cannot guarantee exclusivity of activity or product to any stall holder

Preferred pitch location (please delete one):

The Green / Marquee

Preferred pitch location request (for Marquee only):

Will you be using a Gazebo? (Max size 3M x 3M)

Yes / No

(Please note electricity is NOT supplied with your pitch)

COSTS:

TOTAL

Pitch inside Marquee £35.00 (Includes one table) Qty:

Pitch on The Green £30.00 (Includes one table) Qty:

Charity stalls £25.00 (Includes one table) Qty:

Cost of additional table (one per pitch) £8.00 Qty:

TOTAL FEE: £

(Please make cheques payable to 'Rowlands Castle Village Fair' and send with your booking form to Adrian Wilcox, c/o A W Motors Ltd, 41 Aston Road, Waterlooville, PO7

Confirmation of booking

Please send a SAE if you wish us to send you confirmation of your booking.

Please turn over – all shaded sections must be completed.

Many thanks for supporting the Rowlands Castle Village Fair

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Insurance

It is important for your protection and the protection of others that the activities and services offered at the Village Fair are adequately insured. Our insurers insist that we establish that anyone trading at the Village Fair has adequate insurance and it is for this reason that we require evidence of insurance with your booking.

We do acknowledge that for some stallholders the Rowlands Castle Village Fair is the only event at which they trade and we are grateful for your contribution.

If you have questions about insurance, contact Ian Oliver, ian.oliver@georgeide.co.uk. Tel: 07850 644908.

All stallholders MUST complete the following section:

I have Public Liability Insurance (please delete as appropriate)	YES / NO
I have enclosed a copy of my current Public Liability Insurance Certificate	YES/ NO

Some activities, by their very nature, are high risk. If you do not have Public Liability Insurance we will review your application in the light of the risk presented by your proposed activity and the extent of our own insurance and will contact you further in due course. Our insurance is unlikely to cover professional traders or the sale of food.

Important reminder for stallholders selling or otherwise providing foodstuffs of any description

New laws came into force on 13 December 2014 which mean all providers of foodstuffs will have to declare a list of common allergens found in their products. Stallholders must provide this information on packaging or on clearly displayed signs. The 14 allergens are:

Celery and celeriac, including celery salt. **Cereals containing gluten**, eg wheat, barley, oats. **Crustaceans** such as crab and lobster. **Eggs**. **Fish**. **Lupin** seeds and flour. **Milk**. **Molluscs** eg mussels, land snails, squid and whelks. **Mustard** – liquid, powder and seeds. **Nuts** including nut oil – almonds, hazelnuts, walnuts, cashews, pecans, Brazil, pistachio, macadamia or Queensland. **Peanuts** including groundnut oil and peanut flour. **Sesame** seeds. **Soya**. **Sulphur dioxide** – a preservative often found in dried fruit, meat products, soft drinks, vegetables, wine and beer.

For further information:

- Food Standards Agency www.food.gov.uk

I have read and understood the terms under which my booking will be considered.

Signed:

Date:

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