

Space required

	Price	Sub total
Pre-built market stall space - 8' x 4'	<input type="checkbox"/> £30 for the day	£ <input type="text"/>
Table boards - fit into pre-built market stalls	FREE	
Trailer space - 8' x 4'	<input type="checkbox"/> £40 for the day	£ <input type="text"/>
Publicity leaflets free of charge	<input type="checkbox"/> FREE	

Additional Facilities Required

Electricity supply -

per socket, one 13amp plug per socket; @ £10 per 13amp socket. NB One 13amp socket is needed for every 3000 watts or part thereof. Please list ALL electrical equipment you intend to use in these boxes, OTHERWISE WE WILL NOT BE ABLE TO CONNECT YOU.

List ALL items	Kilowatts
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw
<input type="text"/>	<input type="text"/> Kw

Total Kw	<input type="text"/>
13amp Sockets Needed:	<input type="text"/>
Cost - @ £10 per 13 amp:	£ <input type="text"/>

Promotion

Your booking fee includes a basic, name and address listing on the Festival website www.thespringevent.co.uk

Spring Event
A company limited by guarantee.
VAT reg. no. 783 6218 07
www.thespringevent.co.uk

TOTAL ex VAT:	£ <input type="text"/>
VAT at 15%:	£ <input type="text"/>
TOTAL inc VAT:	£ <input type="text"/>

Your details

Business name:.....
 Contact name:.....
 Address:.....
 Town / City:
 County: Post Code:.....
 Telephone number:.....
 Fax Number:
 Email address:.....
 Website address: www.

Description of product I wish to sell (this is NOT optional).

.....

Please contact me about sponsorship opportunities

I am willing to donate ingredients for the cookery demonstrations

Basis of Agreement

I have read and understood the enclosed Terms and Conditions of Booking and agree to comply with them. If my application is successful, I agree that I will only sell products that are cooked and / or produced locally as I have described them on this form. I understand that prior approval of Ludlow Marches Food and Drink Festival Board is needed before changes to the products or categories of products I offer to sell can be made.

Please complete, sign and return this form together with your payment, made payable to "Spring Event", to the Operations Manager, Spring Event, Stone House, Corve Street, Ludlow, SY8 1DG. We regret we can't accept applications without full payment and a signature.

If you have previously exhibited and have been re-invited to apply for the 2010 Festival, your confirmation and VAT receipt will usually be sent within ten working days. If you are applying for the first time it may take a little longer.

Signed.....Date.....

4. All applications for bookings will be considered by the Board of Ludlow Marches Spring Event, whose decision is final.

5. There will be overnight security on all nights when the Festival is set up. The organisers carry public liability insurance in respect of their own activities. All stall-holders must have public and product liability insurance, and employers liability insurance where relevant.

6. Stallholders are responsible for provision of fire safety equipment on their stands.

7. Any member of the Board of Ludlow Marches Spring Event or EHO officer may inspect a stall at any time to ensure the safe and hygienic operation of the site and compliance with the conditions of booking and product descriptions before, during and after the Festival. Any directions given must be complied with immediately.

8. Stallholders undertake to comply fully with trading standards, health and safety, environmental health and all other relevant legislation. Stallholders are asked to keep their surrounding area as clean as possible throughout the day of the Market.

9. The Market runs from 10am-5pm on Sunday 9th May 2010. Stallholders may set up from 8.30am. Please arrive in good time to be fully operational at 10am. No stall display is to be taken down before end of trading at 5pm.

10. All electrical equipment must be certified and have a current PAT certificate. This certificate must be made available for inspection by our electrician at the Festival.

11. Stalls or trailer spaces can be booked singly or as multiples.

PLEASE NOTE:

All packaging used for serving foods **MUST** be compostable. i.e. wooden cutlery. **NO** plastic containers or utensils are to be used.

Spring Event

Saturday 8th, Sunday 9th
May 2010



Application form

FOR USE BY: Stallholders for Sunday Market

**LOCATION: Castle Square marketplace, Ludlow
Town Centre – SUNDAY ONLY**

General terms and conditions of booking

1. Applications for bookings will be taken for the Spring Event which accord with the Ludlow Marches Food and Drink Festival mission statement. Priority will be given to exhibitors from the Marches counties (ie the counties that border England and Wales). If spaces are available after the closing date the committee will consider other applications from within a reasonable distance of Ludlow or from exhibitors offering a specialist product not represented at the festival and again within a reasonable distance from Ludlow.

2. The deadline for applications for bookings is 10th April 2010. Applications may be accepted after this date in exceptional circumstances but there is no guarantee that later bookings will be listed in the Festival publicity.

3. All applications for bookings must be accompanied by a cheque for the full payment for stall/s and equipment booked. The application form is not valid unless completed in full and signed. By signing the application form you agree to comply with these conditions. We regret refunds will not be given for bookings cancelled by exhibitors.