



Sunday 2nd August 2020

APPLICATION FORM FOR INDOOR OR OUTDOOR STAND

Please return applications to wcf@salisburyhospicecharity.org.uk or post with a cheque to Salisbury Hospice Charity, Odstock Road, Salisbury, SP2 8BJ. Cheques payable to Salisbury Hospice Charity

Please ensure you enclose a copy of your insurance and a basic risk assessment. All applications will be replied to within 3 weeks. If you have not heard by this time please contact us.

YOUR NAME: TRADE NAME:

CONTACT ADDRESS:

..... TEL.NO:

MOBILE: EMAIL:

WEB ADDRESS:

DO YOU WISH TO HAVE YOUR WEBSITE LISTED ON OURS AND INFORMATION ABOUT YOUR STAND FOR AN EXTRA £10: YES / NO

HAVE YOU EXHIBITED AT THE SHOW BEFORE? YES / NO *if no please include a photo of your stall with your application

DO YOU HAVE PPLE INSURANCE? IF SO, WHICH INSURANCE COMPANY?

PRECISE DESCRIPTION OF PRODUCTS YOU WILL BE OFFERING:

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PRICE RANGE:

I WISH TO RESERVE: A single table (6' x 2'3" INDOORS)	£45.00
A double table (two 6' x 2'3" INDOORS)	£90.00
A single pitch (3m x 3m OUTDOORS)	£80.00
A double pitch (6m x 6m OUTDOORS)	£160.00
Website Link	£10.00
Additional Passes (2 provided)	£5.00
TOTAL	<u>£</u>

WHEN DO YOU INTEND TO SET UP? (Please circle)

Saturday 1st August (12pm-3pm)

Sunday 2nd August (6.30am-9.30am)

I agree to the terms and conditions detailed in the attached sheets and enclose copies of all relevant insurance documents and my risk assessment.

Signed

Date



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TRADE STAND TERMS AND CONDITIONS

THE WESSEX COUNTRY FAIR

- The Wessex Country Fair will be held in the gymkhana field at Wilton House, Wilton, Salisbury, Wiltshire.
- Gates will open to the public at 10am and the event will close at 5pm. Access to the venue for standholders will be available from 6.30am on the morning of Sunday 2nd August 2020. The preferred time slot for standholders to set up their stands is early on the Sunday morning, prior to gates opening. Access can be made available, however, on the afternoon of Saturday 1st August ONLY if requested in advance. All stands must be prepared and stocked by 9.30am on Sunday 2nd August. We cannot guarantee your space will be available if you are late so please let us know of any delay.
- All cars must be off site and parked in the allocated parking area of the field by 9.30am.
- Please do not use the postcode for Wilton House to find the event entrance. Access to the venue is through a gate in the stone park wall on the right-angled bend on the A3094 Netherhampton Road which runs between Salisbury and Wilton (nearest post-code is SP2 8PX). A map will be sent to you with your final instructions should your application for a stand be successful.
- Grid reference for the venue is SU 1030 2544; co-ordinates are +51° 4' 25.46", -1° 51' 31.07"
- All profits from The Wessex Country Fair will go to Salisbury Hospice Charity
- Stallholders must have insurance and a completed risk assessment to make a booking, a copy of which must be presented to the organisers.
- No refund of pitch fee will be offered should the standholder cancel their booking.
- The standholder agrees only to bring the product range as specified on the application form, or as required by the organisers. The organisers must be consulted if any changes are to be made to the product range in order to prevent duplication of products already covered by other standholders. Please note that you will be asked to remove any unspecified products that are on sale with other standholders.
- Each successful applicant will receive two exhibitor tickets with each stand.
- Standholders to bring or buy their own lunch and refreshments.
- Pitch sizes are specified so all displays, equipment etc. must fit within the specified area. Additional items will be removed unless agreed in advance.
- Outdoor traders are required to provide their own gazebo, table and chairs.
- You will be allocated your pitch upon arrival, staff decisions are final. Special requests may be taken in to consideration but are not guaranteed
- Due to costs of supplying generators etc. we are not able to offer this facility. We recommend the use of LED battery operated lights, which are widely available – any problems let us know.

- You are responsible for providing your own table coverings, lighting (plus adaptors, extension leads, tapes/pegs etc as outlined above), display equipment and stand signage.
- Space in the marquee will be limited so we ask you please to keep to your allotted area and not to spread your stock into a neighboring standholder's space. In order to help with layout of stands it would be useful to know whether you sell from behind or in front of your stand.
- We will try to meet where possible special requests however this cannot be guaranteed. You may be required to pay a higher pitch fee for a special request to be met.

TABLES/CHAIRS:

- **OUTDOOR** traders are required to provide their own gazebo, table and chairs.
- One table and one or two chairs (depending on stated requirement) will be supplied per **INDOOR** stand.
- You are responsible for providing your own table coverings, lighting (plus adaptors, extension leads, tapes/pegs etc as outlined above), display equipment and stand signage.
- Space in the marquee will be limited so we ask you please to keep to your allotted area and not to spread your stock into a neighboring standholder's space. **In order to help with layout of stands it would be useful to know whether you sell from behind or in front of your stand.**