



# Dursley Festival

Saturday 12 July – Sunday 13 July 2008

## Stall application Charity/Voluntary Groups

Contact Details			
<b>Organisation Name:</b>			
<b>Contact Name:</b>			
<b>Address:</b>			
<b>Tel Day:</b>		<b>Tel Evening:</b>	
<b>Email address:</b>			
<b>Type of Stall:</b> Please state whether selling, organising a competition, display, Craft, etc.			
<b>Registered Charity No.</b>			
Stall Details (8.30 am to 4 pm)			
<b>Stand price per day *</b> (3 m <sup>2</sup> approx) £10 (please state size and purpose)		Please tick box Saturday <input type="checkbox"/> Sunday <input type="checkbox"/>	
<b>Public liability Insurance Company, Policy Number, Amount</b>			
<b>Will you be selling food – please state what?</b>			
<b>Risk Assessment</b> Please give details of the risk assessment for your stall. This should include hazards such as gas cylinders, generators, guy ropes, etc. You should state how you will minimise risk on each.			
<b>Declaration</b> I have read the Terms and Conditions on page 2 and agree to abide by them.		<b>Signed</b>  <b>Date</b>	

\* Please Note: Food, Heritage & Craft Festival on Sunday 13 July

This application must be accompanied by payment in full, your cheque should be made payable to Dursley Town Festival. Please return your completed form together with your cheque, to Vale Vision, 28 Long Street, Dursley, Gloucestershire, GL11 4HX.

## TERMS AND CONDITIONS

By making this application the applicant(s) agree to strictly abide by the following terms and conditions:

### **All stall holders hereby agree to abide by the following:**

- Preferably hold valid public liability insurance for a minimum of £250,000 (Contact festival committee if you do not have this and we can discuss cover on festival insurance)
- If selling food you must be approved by your local Environmental Health Department and preferably have attended Food Hygiene Training
- If selling high risk food you must ensure that it is kept at a suitable temperature throughout the day.
- Ensure that vehicles, equipment, goods and stock remain within the designated bounds of the stall.
- Not, in the opinion of the organisers, cause any public nuisance or do anything that is damaging to the reputation of the organisers
- Leave the site of their stall and its immediate surroundings in a clean and tidy state (we reserve the right to make an extra charge of £10 if there is a need to clean up your stall area after the event)
- Vehicles must not be parked on site without prior permission. When setting up vehicles should have left the site by 8.30 am in the morning and should not return until 4.30 pm
- Abide by these rules and comply with the instructions of the organisers

### **The Festival organisers shall:**

- Not be liable for any losses incurred by stall holders whatsoever, including inclement weather or any other act or circumstance preventing the event being staged.
- Not be liable for any failure of any stall-holder to meet statutory requirements including those of the Sale of Goods Act and Public Health and Safety.
- Be entitled to recover from the stall-holder in question any costs or expenses incurred through the failure of that stall-holder to comply with the Condition above
- At their absolute discretion be entitled to refuse any application for a stall.

**If you wish to discuss your application, please contact Shirley Hill on 01453 549208.**