

Sidmouth Festival Crafts

Please reply to:

Nigel Hartwright
Sidmouth Festival Crafts
c/o Just Leather,
15 The Hopmarket,
Worcester, WR1 1DD
tel: 07976 885774

29th July ~ 5th Aug 2005

Craft Application Form

Name of Stall:

Stall prices:

Contact:

Address:

Postcode:

Tel:

Mobile:

email:

Please describe your products :

I would like to book the following stall requirements as detailed opposite > > > >

You need to read this - *its important!*

- Tick I/We enclose 2 cheques - one as deposit, and a 2nd cheque for the balance post dated to 1st June.
- I/We enclose a cheque for the total amount.

Cheques are to be made payable to: Sidmouth Festival Crafts
NB Payments are non-refundable once your stall has been confirmed.

I/We agree to have Public Liability Insurance for a min of £5,000,000 and enclose a copy of the certificate which covers the Festival.
(You will be required to produce your original Insurance documents at the festival)

I/We hereby undertake to abide by the "Terms & Conditions" overleaf and the instructions of the Festival Organisers.
I/We understand this is an application to trade and confirmation will be advised by the 1st June.

Signed:

Dated:

Have you included your deposit cheque?

8ft x 6ft
Stall ground space
to include your
access space

Minimum 8ft FRONTAGE
(6ft deep)

£250.00

£250.00

£125
£375

£125
£500

£125
£625

Additional 4ft FRONTAGE @ £125.00
(6ft deep)

£

£8.00

2x £16.00

3x £24.00

1x Trestle table and 2 chairs @ £8.00
additional tables and chairs @ £8.00

£

Stall space, table
& 2 chairs

Basic PACKAGE:
Minimum 8ft FRONTAGE
table and 2 chairs:
£258.00

£

Parking space at Rugby Club: @ £25.00
Limited spaces (2 minutes walk away)

1st Vehicle Reg No:

2nd Vehicle Reg No:

£

Grand TOTAL:

£

Less DEPOSIT:
(minimum £100.00)

£

Balance Due:
(Due by 1st June)

£

Tel: 07976 885774

email: info@sidmouthfestivalcrafts.co.uk

www.sidmouthfestivalcrafts.co.uk

Sidmouth Festival Crafts

Please reply to:

Clive Moore
Sidmouth Festival Crafts
c/o ma-design.com,
4 Church Villas,
Vicarage Road, Penn,
Wolverhampton
WV4 5HU
tel: 07956 344114

29th July ~ 5th Aug 2005

Craft Web Site

& Publicity information

Name of Stall:

Contact:

Address:

Postcode:

Tel:

Mobile:

email:

Please describe your products :

If you need more room please use a seperate sheet or e-mail.

We need this Info from you to help make this event become a success for all...

Tick

- I/We enclose a selection of photos for you to freely use in the way of publicity.
- I/We enclose a Press release or product information which can be used solely to promote the event.
- I/We would like our details to be included on the Festival web site and associated promotional material.
- I/We would like our web site address included on the Festival web site, as detailed below:

www.

- I/We would like leaflets to distribute at other events.

Signed:

Dated:



We have a unique opportunity to create a totally new event, like a blank canvas it needs painting in bright colours.

The success of the event depends on you & me!

We NEED information and photos of your products to help paint the picture of this new colourful Craft Festival.

We need photos and info for use on leaflets, posters and also the developing web site.

We also need your help distributing leaflets and posters to help promote the event.

If you have any ???? then phone Clive (Russian Dolls)

If you have any spare ££££ to help towards the costs of enhancing the marketing of the event then any contribution would be welcomed, whether in kind or kash.

Our Contribution to publicity: £

Publicity:
Tel: 07956 344114

email: info@sidmouthfestivalcrafts.co.uk
www.sidmouthfestivalcrafts.co.uk

Sidmouth Festival Craft Marquee 2005

Location

Blackmore Gardens:

Set behind the shops in the centre of town, Blackmore Gardens is a walled garden with well maintained lawn and a footpath and benches around its perimeter. There is one main gate and three side gates. It is adjacent to Health Centre, Hospital, Bowling Green and gardens and can easily be found in the side street across the road from Somerfields grocery store.

As well as the Craft Marquee, there will be a small Children's 'Hands On' craft marquee with activities and storytelling etc. There will also be a Children's Dance Marquee (Also used for adult dancing on the evenings) Children's events will go on throughout the day from approximately 10am-6pm (Sat - Fri)

Opening Times:

10am - 6pm. Friday 29th July - 5th Aug.

Your Stall Info:

Marquee:

Aluminum framed clear span. Fully carpeted throughout. Fence down centre as usual (no responsibility taken for stubbed toes on blocks) Fenced in area at rear of marquee with stall for water urn + chill out zone. (Bring your own Makings) Stalls are available in 6 ft depth, 4ft frontage section. (Minimum 8 ft frontage). This is to include access space. Any goods protruding more than 6 inches beyond stall boundaries will be forcibly removed by the Heavy Mob!!

Set-up and take-down:

Marquee & electrics up on Tues 26th, so available from Wed. for setting up.

We should be able to get a couple of vans on the grass if weather suitable, if not, there is only room by the gate for a couple of vans at a time, so that we may have to work a Rota system, and help each other carry goods

(I'm hoping to have a sack truck and trolley available)

Stallholders needing to leave early on final day should let me know, so we can work a Rota system again.

No vehicles on site, or in the entrance gateway, 9am-6pm daily while children events are on.

Electricity - One 13amp socket per stall.

200 watts per stall (8x6) No Halogens, kettles or heaters. If you use electrics, you will be required to have a suitable FIRE EXTINGUISHER on your stall. (A Hot Water Urn will be available for teas, coffees and pot noodles, please help with keeping it topped up with water.)

IMPORTANT

You really need to READ THIS!

We need each others help to ensure that this event works really well in its first year!

Insurance - (See form)

Security:

You are responsible for the security of your stock overnight and during the times of the show. The event organisers, or external security firm cannot be held responsible for any loss or damage during the event.

This year we are responsible for our own "stall holder security". The park is a walled in garden with lockable gates. There will be a security guard patrolling the outside of the marquee from 8pm to 8am.

We require all stallholders to do their stint. 2 people at all times:

Evening shift: 6pm - 10pm

Night shift: 10pm - 8am (already enough volunteers)

Morning shift: 8am - 10am

2 mornings equals 1 evening

Litter:

We will all be responsible for our own litter inside and also outside the marquee this year! In past years we have had stewards, this year it's down to ourselves... (Gloves/ bags and litter tongs will be available)

General Info:

Food and Drink:

Other than urn provided in the Marquee, the St John's Ambulance team will be doing cold food & drinks from 10 am - 4 pm in their 'headquarters building' by the main entrance to the gardens. They have offered to take orders each morning for sandwiches and baguettes to be delivered before lunchtime.

The Black Horse Inn has offered FREE COFFEE for stall holders with the purchase of a Full Breakfast from 8am-10am.

Accommodation:

Camping:

Festival campsite will be operative. Price for stall holders to be confirmed later. Hopefully open from Tuesday, public from Thursday.

Dogs:

No Dogs on stalls in marquee. Dogs are allowed in the park, but would prefer them not to be around while children events are on during the day.

Car Parking:

Parking:

The Rugby Club has pre-booked parking spaces with prices for space TBA. In 2005 the charge was £25 for all 8 days. Any change from original booking form price will be adjusted later.

Publicity:

Advertising & web site:

Will be arranged in conjunction with the Children's Events. There will also be advertising in the main program and banners erected where possible. Posters and flyers will be available for distribution.

We also have a small website - we need suitable material, photos of your crafts and other suitable info.

Your comments are welcomed:

Constructive Criticism:

(not moany groanies) or helpful ideas would of course be greatly appreciated. We are really trying our best and everyone is all trying to muck in. If we all help each other, we can make the new Sidmouth Folk Festival Craft Marquee a great success!

If there are any queries or problems please contact Nigel on his mobile 07976 885774.