

Heeley Festival

June 23rd 2012



Heeley Development Trust

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0114 2500613 S8 9TF

Dear Sir/Madam,

If you would like to book a stall/pitch at the 2012 Heeley Festival, please could you complete the form below and return it not later than **25th May 2012** to **Heeley Entertainment and Activities Team** at the above address.

The Festival will start at 12 noon and finish at 5pm.

Stallholders are reminded that they must provide their own tables/chairs and gazebos.

Pricing Policy for stalls/pitches at Heeley Festival 2012 as follows:

Community and voluntary groups	£10.00
Arts, crafts, gifts & clothes stalls	£25.00
Commercial (per stall/item/van or ride)	£70.00

(NB: Allocated pitch size is approx 3.6 x 4m. If you expect to exceed this then it is important that you contact the Trust Office on the above number - signing the booking form below indicates your acceptance of this size allocation)

Please make cheques payable to Heeley Entertainments & Activities Team

All income raised from the hire of a stall or pitch is used to pay for the running costs of the Heeley Festival. Stall booking fees are non-refundable. We will be unable to confirm your stall until full payment is received.

Please retain this information.



We will contact you closer to the Festival date to confirm your stall location and arrival time on the day.

Vehicles will have to be moved off site prior to the start of the Festival but stallholders will be provided with details of available car parking on the day

HEELEY FESTIVAL STALLS/PITCH BOOKING FORM (To be returned)

Group/Organisation name if applicable: _____

***Type of stall:** Community Crafts Commercial

Please could commercial stalls selling food/drink contact H.E.A.T prior to submitting a booking form

Contact Name: _____

Address: _____

Tel: _____ **Mob:** _____

Email: _____ Can we add this email address to our mailing list to receive details of future events in the area? Yes No

Please write a brief description of your stall including:

- What you will be selling or promoting
- What you will be bringing (e.g table, small gazebo etc)

Food/Refreshment Stalls require **Food/Hygiene Certificate* *HDT will require a copy of these prior to the day*
Commercial ie: Slides/Roundabouts etc require **Third Party Insurance*

Stallholders/Exhibitors must ensure that all goods sold are legal, non-counterfeit and do not contain explosive materials. No live animals or fish can be sold or given as prizes in competitions or tombolas etc.

For more information re pitch size/location, please contact Maxine on **0114 2500613**

Declaration

I understand the above booking conditions and will comply with them at the Festival

Signed: **Date:**

Print Name:

Please return this form to H.E.A.T, Ash Tree Yard, 62-68 Thirlwell Road, Heeley, S8 9TF **or email it to** events@heeleydevtrust.com