



ALCESTER AND FOREST OF ARDEN FOOD FESTIVAL LTD.

Spring Festival: Saturday 20th May 2017 9:00am to 5:00pm

Autumn Festival: Saturday 21st October 2017 9:00am to 5:00pm

FOR OFFICE USE ONLY

UNIT BOOKED				
ELECTRICITY				
ALCOHOL				
BOOKING CONFIRMED				
CHEQUE/BACS				
INVOICE SENT				
CATEGORY				
PLI	Y/N	R.A.	Y/N	Requests:

TO BOOK, COMPLETE THE FOLLOWING

1. Please indicate which Festival/s you are applying for

Saturday 20th May, 2017; Spring Festival 9:00am to 5:00pm	
Saturday 21st October; 2017 Autumn Festival 9:00am to 5:00pm	
Both events 2017 May and October 2017 9.00am to 5.00pm	

2. Please provide the following information

Trading Name for the Food Festival	
Company Name if different from above	
Contact Name	
Trading Address	
Post Code	
Email address	
Telephone Number	
Mobile Number	
Website details	

3. Description of Product/s – this is NOT optional. All items must be food or drinks related.

4. Booking Requirements. **NB: If you also require electricity and/or are selling Alcohol complete Section 5.**

BOOKING FOR COLD FOOD EXHIBITORS ONLY					
SIZE (Length x Depth)	DESCRIPTION	PRICE	QUANTITY	COST	
3m x 3m	Space Only – bring own stall/gazebo etc	£60.00	May		
3m x 3m	Space Only – bring own stall/gazebo etc	£60.00	Oct		
4.50m x 3m	Space only – bring own stall/gazebo etc	£90.00	May		
4.50m x 3m	Space only – bring own stall/gazebo etc	£90.00	Oct		
2.44m x 2.33m	Market Stall + Canopy Incl. table board	£89.00	May		
2.44m x 2.33m	Market Stall + Canopy Incl. table board	£89.00	Oct		
3m x 3m	Marquee (with sides) – no table	£200.00	May		
3m x 3m	Marquee (with sides) – no table	£200.00	Oct		

BOOKING FOR HOT FOOD EXHIBITORS ONLY				
SIZE (Length x Depth)	DESCRIPTION	PRICE	QUANTITY	COST
3m x 3m	Space Only – bring own stall/gazebo etc	£121.00	May	
3m x 3m	Space Only – bring own stall/gazebo etc	£121.00	Oct	
4.5m x 3m	Space Only – bring own stall/gazebo etc	£182.00	May	
4.5m x 3m	Space Only – bring own stall/gazebo etc	£182.00	Oct	
2.44m x 2.33m	Market Stall +Canopy incl. table board	£178.00	May	
2.44m x 2.33m	Market Stall +Canopy incl. table board	£178.00	Oct	
3m x 3m	Marquee (with sides) – no table	£275.00	May	
3m x 3m	Marquee (with sides) – no table	£275.00	Oct	
SUB TOTAL				£

5: Please complete if you require ELECTRICITY and/or will be selling ALCOHOL.

5.A. ALCOHOL LICENSE

ALCOHOL LICENSE: If you intend to sell alcohol, you must pay £6:00 for each event			
DESCRIPTION	PRICE	EVENT	COST
Alcohol License	£6.00	May	
Alcohol License	£6.00	October	
SUB TOTAL			£

5.B. ELECRCITY REQUIREMENTS

ALL ELECTRICAL APPLIANCES YOU INTEND TO USE MUST BE LISTED BELOW WITH THE WATTAGE UP TO 3kw TOTAL= £25 per event; OVER 3kw TOTAL= £40 per event			
APPLIANCE			WATTAGE
NB: 1000 Watts = 1KW			TOTAL WATTAGE
MAY: Up to 3kw <input type="checkbox"/> Over 3kw <input type="checkbox"/>			SUB TOTAL
OCTOBER: Up to 3kw <input type="checkbox"/> Over 3kw <input type="checkbox"/>			£

6. PAYMENT METHOD:

COST OF BOOKING		
Stall/Space/Marquee Subtotal		£
Electricity Subtotal		£
Alcohol License Subtotal		£
TOTAL AMOUNT PAYABLE		£

I will pay the TOTAL amount of £	Received:
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CHEQUE PAYMENT:	Office Use:
I enclose a cheque for £	Received:
Please make cheques payable to Alcester and Forest of Arden Food Festival Ltd.	Banked

BACS PAYMENT	Office Use
Please DO NOT make payment until your booking has been accepted – an invoice will be sent to you.	
Name: Alcester & Forest of Arden Food Festival Ltd. Bank: Lloyds Account no: 65168668 Sort Code: 30-98-26 Please note, when you make a BACS transfer, quote your Business Name as reference and advise of payment by email to sales@alcesterfoodfestival.org.uk .	Received:

ADDITIONAL INFORMATION THAT <u>MUST</u> BE SENT WITH BOOKING FORM	Office Use	
Copy of current Public Liability Insurance, including Street/Market Trading cover; if emailed send as a pdf document or jpeg. NB this must be applicable to the products you sell and be current.	Received:	
Risk Assessment relating to stall	Received:	
PLEASE ANSWER THE FOLLOWING:		
Preferred Contact via	Email	Post
I agree that my details can be used on the Food Festival website	YES	NO
List any specific requirements, needs, access, position. The Organisers cannot guarantee these can be met but every effort will be made to meet them.		

Please tick that you have read and understood the Terms and Conditions

The completed form MUST be returned either by email or by post with your payment. Until this is received, your booking will not be confirmed.

Signature.....

Date.....

POST your completed APPLICATION FORM, CHEQUE and DOCUMENTS to **Alcester and Forest of Arden Food Festival Ltd, PO Box 2505, Alcester, Warwickshire B49 5AA**. Confirmation of acceptance will be sent to you within 14 days of receipt. Or **EMAIL** them as attachments to sales@alcesterfoodfestival.org.uk.