



Yard Sale at The Up in Arms, Oxford

To be held on the second Saturday of the month 11am-4pm

Stallholder Application Form (please complete in block capitals)

Trading Name:

Contact Name:

Address:

Email Address:

Telephone Number:

Website:

Facebook Page/Group:

Social Media Links:

Description of all Products (This will enable us to prevent duplication of stallholders):

Dates Available. Please note there is no Yard sale in January (Please tick):

- Saturday 08/02/20
- Saturday 14/03/20
- Saturday 11/04/20
- Saturday 09/05/20
- Saturday 13/06/20
- Saturday 11/07/20
- Saturday 08/08/20
- Saturday 12/09/20
- Saturday 10/10/20
- Saturday 14/11/20
- Saturday 12/12/20

You will be required to supply your own table (and chairs if required). Discounts are available when block booking (this will also include booking the Cheltenham Sunday market) please email: info@createcheltenham.co.uk for details.

Payments can be made via PayPal (if this is not convenient please contact for an alternative)

Once paid your booking will be confirmed by email. A reminder will be sent if payment has not been received. Any stalls that have not paid for, one week before the sale will be cancelled unless previously agreed with Create Cheltenham.

PayPal payment address: info@createcheltenham.co.uk

Please send a copy of your current Public and Products Liability Insurance documents with your completed application form and payment.

All documents can be returned via email to info@createcheltenham.co.uk or by post to C Webster, 4 Rosehill Terrace, Cheltenham, GL526SW.

Declaration, I the undersigned, wish to take a stall at The Up in Arms, Oxford and enclose my payment for £....

I have read, understood and signed the attached terms and conditions.

Terms and Conditions

Saturday Yard Sale at The Up in Arms, Oxford

Please read the terms and conditions carefully and return a copy signed and dated with the booking form.

- We will not reserve a stall until the stall fee has been paid and cleared.
- Please do not send forms until space is confirmed with us. Completing forms does not guarantee your place.
- Stalls will be reserved on a first come, first served basis. Create Cheltenham reserves the right to accept or decline stall holder applications, our decision is final.
- Stalls may be shared between stallholders, please inform us prior to the market so we can set up the stall accordingly.
- Set up time is from 10am, stalls must be ready to trade from 11am. Vehicles may park outside to unload but must move asap to enable everyone enough room. There is parking on the surrounding roads to the venue.
- Stall holders must agree to trade for the entire period and may begin packing their goods away at 4pm when the Yard Sale closes.
- No stall holder may sublet their stall to another vendor.
- Stallholders must leave their area clean and tidy after the market. All rubbish must be taken away with them.
- Any signage or display materials are the responsibility of the individual stallholder. They must not obstruct other stalls or constitute health and safety hazards. If we feel that you are causing an obstruction, we reserve the right to ask for it to be removed.
- The stall holder is liable for any damage that is caused to the stall/premises during use at the event.
- Vendors must always act with professionalism and adhere to ethical business practices. Create Cheltenham reserves the right to ask for stallholders to leave if they do not comply.
- The stalls may be inside or outside (weather dependent).
- Stall holders may not sell alcoholic beverages at the Yard Sale.
- If you sell produce, you must also complete and allergen form (available on request) as required by law by The Food Standard Agency.
- The Yard Sale will take place rain or shine. No refunds will be given to stallholders due to weather.
- Stallholders that cancel their stall at the event will not receive a refund for their stall fee. Transfer to another date at the Yard Sale will be made at the

sole discretion of Create Cheltenham, we reserve the right to refuse any unreasonable requests.

- Any complaints must be submitted in writing to Create Cheltenham. We also invite suggestions and improvements for future markets.
- It is the responsibility of each stallholder to ensure that they have their own Public and Products Liability insurance. This will ensure the safety of your stall and products. The insurance must cover you to sell your goods at the market.
- Each stall holder at the Yard Sale at The Up in Arms, Oxford participates at entirely their own risk. Create Cheltenham and Up in Arms, takes no responsibility for risks to personal injury, loss or damage of property, theft of property, loss of profits, interruption of services, however this loss, injury or damage may be caused, whether by fire, theft, inclement weather, loss of power, defect of equipment, building failure, building works.
- Stall fees are required one month before the date of the event date. An email reminder will be sent with payment options.

Signed:

Dated:

Please return this to info@createcheltenham.co.uk or 4 Rosehill Terrace, Cheltenham, Gloucestershire, GL526SW