



Saturday Market at The Plough, Prestbury

Easter Fun Day Saturday 11th April +

The last Saturday of the Month from May-September, 11am-4pm

Stallholder Application Form (please complete in block capitals)

Trading Name:

Contact Name:

Address:

Email Address:

Telephone Number:

Website:

Facebook Page/Group:

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

Dates Available

- Easter Fun Day Saturday 11th April
- Saturday 30th May
- Saturday 27th June
- Saturday 25th July
- Saturday 29th August
- Saturday 26th September
- Christmas Market Saturday 28th November

The Saturday Market will be held in the large garden at the rear of the premises. You will be required to bring your own table (up to 6ft) and we recommend that you bring a gazebo/shelter to protect your table (max 3m x 3m).

Pitches cost £20; block booking discounts are available-please email us for details.

Payments can be made via PayPal to info@createcheltenham.co.uk or by BACS, please ask for details.

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.

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 Plough, Prestbury and enclose my
payment for £....

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

Terms and Conditions

Saturday Market at The Plough, Prestbury

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.
- 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 not be shared between stallholders.
- Set up time is from 9am, 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 no parking at the venue but plenty on the surrounding roads.
- Stall holders must agree to trade for the entire period and may begin packing their goods away at 4pm when the market 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 will be outside.
- Stall holders may sell alcoholic drinks at the market if they have the correct paperwork/license to do so but these drinks may not be consumed on the premises.
- The market will take place rain or shine. No refunds will be given to stallholders due to weather.

- Stallholders that cancel with less than 1 week to the event will not receive a refund for their stall fees. Any refunds 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 Saturday Market at The Plough, Prestbury participates at entirely their own risk. Create Cheltenham and The Plough, 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. 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