

Please note:

The closing date for submitting applications is **Tuesday 25th July 2017**



SUNDAY 30TH JULY 2017 | 12pm - 6:30 pm

Trading Application Form

1. IMPORTANT

**This application form must be completed in full and returned to:
Ambur Radio, 14 Caldermore Green, Walsall WS1 3RL
Or emailed to: info walsallmegamela@hotmail.com**

Contact Number: 01922 621016

Complete all sections of this application form and send to the above address or email along with any copies of the required documents. You must sign the terms and conditions of this application or the application will not be valid.

- Use black ink to fill out this application
- Full payment must be made prior to the event
- Only refrigerated vans are allowed to remain in the park (No other vehicles)
- Failure to supply any information requested may render your application invalid
- Items listed in your final contract will be the only items you will be allowed to sell
- Please note: This is an Alcohol free event.

2. YOUR DETAILS

Company Name:

Name of main contact:

Address:

Town/City:

Postcode:




Landline number:

Mobile number:

Email address:

Please make all cheques payable to Ambur Radio
(NO REFUND WILL BE GIVEN BEFORE OR AFTER THE EVENT)

3. STALLS/MARQUEES COSTS

Option	Type of Stall	Electricity (£35)	Price	No. required
<p>Option 1: Bazaar Stall</p> <p>Not Available</p>	<p>Bazaar Stall (8ft x 4ft)</p> <ul style="list-style-type: none"> No Food or Drinks can be sold from this stall Organisers to provide Market Stall with 2 chairs Please tick box if you require Electricity 		£200	
<p>Option 2: Ease up Marquee</p>	<p>Ease up Marquee (4.5m x 3m)</p> <ul style="list-style-type: none"> Organisers to provide Marquee with side covers offering wind and rain Protection Includes 2 x Tables and 2 x Chairs Please tick box if you require Electricity 		£350	
<p>Option 3: Catering Stall</p>	<p>Catering Stall (6m x 6m)</p> <ul style="list-style-type: none"> Organisers to provide Catering Marquee Includes 2 x Tables and 2 x Chairs Please tick box if you require Electricity 		£625	
<p>Option 4: Space only</p>	<p>SPACE ONLY!</p> <ul style="list-style-type: none"> 6m x 6m - Space/Pitch only Marquees to be arranged by yourself from approved Contractor 		£400	
		Total		

4. ITEMS SOLD

Please list and give a full and detailed description of the products you wish to sell and other information that characterises your trading or other activities. All prices must be displayed on the day.

5. DATA PROTECTION

The information provided by you on this form will be held on the Walsall Mega Mela's database in order to process your application. Other event organisers or members of the public may contact us regarding information about this event. Would you please indicate whether or not you wish this information to be passed on to them by ticking the box.

6. TERMS & CONDITIONS

1. The organiser will allocate all stalls and applicants will not be able to select their own stalls.
2. All stall holder vehicles will be inspected prior to entry on site, regular inspections will be carried out by Walsall Council's Safety Team.
3. Stallholders are not permitted to sell any item which maybe deemed as weapons, stallholders who do not adhere to this will be turned away and if necessary will not be allowed to trade during the event.
4. Stall holders will only sell goods as stated on the application form and approved by the Organiser.
5. Stall holder will not be allowed to sub let any part of their stall to third parties.
6. All stall holders are responsible for their litters and to ensure it is placed in the bins provided, the area around the stall should be kept clean and tidy at all times.
7. No vehicles will be allowed access to the event until 7:30am. Any stallholder trying to gain entry prior to this will be turned away and if necessary will not be allowed to trade during the event. All stalls will be sited 10:00am and should be ready to trade by 11:00am noon. Therefore all stocks and other requirement should be on site prior to this time.
8. Vehicles, after unloading, must park in designated area.
9. Strictly no vehicle movement will be allowed in the event area between 10:00am and 6:30pm.
10. All stall holders are reminded that they are responsible for the observance by themselves, their employees and their contractors, of health and Safety at Work Act 1974 and the relevant statutory provisions covering all safety regulations.
11. Stallholders are responsible for their own security arrangements together with any necessary insurance of their own belongings or equipment. The organiser cannot be held responsible for any loss or damage to equipment brought onto or left in the park. Stallholders shall indemnify the organiser against all claims for damages, compensation or costs in respect of personal injury and / or loss or theft and/or damage to property of any person or persons which arise out of an incident in any way connected with the stall holder's presence at the show.
12. All LPG gas bottles must be stored and secured in the cage.
13. All Caterers please read separate Catering guidelines
14. The decision of event organiser will be final; stallholders contradicting any of the above conditions will be asked to close their stall. No refunds will be given.
15. There will be a site safety inspection prior to the opening of the show to the public and the decision of the organiser will be final.
16. Please note: This is an alcohol free event

Name:

Signed:

Date:

