

Glastonbury Town Council



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STALL APPLICATION - GLASTONBURY SHOP OWNERS **FROST FAYRE GLASTONBURY TOWN CENTRE 30TH NOVEMBER 2019 – GLASTONBURY SHOP OWNERS.**

Glastonbury Town Council is taking bookings for stall holders for the Frost Fayre. This year the price is £35 per 3m (10ft). You will need your own public liability cover and a copy of your insurance certificate **must** be attached to the application form with your payment. Applications without insurance certificates and payment will **not** be considered. Please read and keep a copy of the important notes on the reverse of this form.

If you would like to book a stall outside your premises (one pitch per applicant) please complete this form and return by 6th September 2019, with your cash or cheque made payable to Glastonbury Town Council to the above address. If you prefer to pay by BACS please see instructions in the notes on the next page.

Applications received after 6th September 2019 could result in not having a pitch outside their premises as these will be allocated to the general public. Please apply by the closing date to avoid disappointment.

NB. You will be expected to provide your own stall and associated equipment. Your stall **must** be well weighted to avoid accidents. Please report from 8am onwards to the desk at St Dunstan's Car Park, Magdalene Street when you will be allocated a pitch number. Remember to leave enough time to set up, as all vehicles must be removed by 10am.

We will contact you after the deadline to let you know whether your application has been successful. Once allocated a stall if you should cancel there will be no refund.

Business Name _____

Nature of Stall _____

Does this include the sale of: Alcohol Yes/No (TENS license required)
Food Yes/No (Food Hygiene Cert required)

Will your stall be double sided Yes/No (essential for High Street)

Name _____

Address _____ Postcode _____

Tel. no. _____ E mail _____ (print clearly)

Signature _____ Date _____

NOTES FOR FROST FAYRE STALL HOLDERS – 30TH NOVEMBER 2018

(Please copy & keep these notes, for your information)

- Please report to St Dunstan's Car Park, Magdalene Street, Glastonbury, BA6 9EL (access from Magdalene Street) where you will be allocated with a **predetermined pitch**. As the High Street will be closed please access Magdalene Street from Street Road.
- All vehicles must be removed from the Town Centre (extent of Road Closure) by 10am.
- Stall holders are responsible for making sure their stall(s) and equipment are adequately secured to prevent accidents during high winds or bad weather.
- Only double sided stalls will be positioned on the High Street although this will not guarantee a High Street space due to limited space.
- Stall holders selling food may require a current food Hygiene certificate. Please contact the Environmental Health Department at Mendip District Council (Tel. no. 0300 3038588) for further information.
- Stall holders with gas, cooking equipment or any naked flame must provide a dry powder fire extinguisher and fire blanket.
- Stallholders selling or supplying alcohol will be required to obtain a TENS license from Mendip District Council. You can apply online and you would need to apply 10 clear working days before the event. This is your responsibility.
- Stall holders are responsible for clearing all rubbish generated – please take it with you.
- All stalls must be removed by 7pm.
- No generators will be allowed. (Battery operated/solar lamps or fairy lights have been used successfully in the past.)
- The organisers reserve the right to remove stall holders who do not comply with health and safety legislation and those stalls that are not adequately weighted down. Please note that once you have made an application for a stall, if you do not erect a stall, the organisers have the authority to use the space for other applicants.
- Payment by BACS is to Glastonbury Town Council, HSBC Bank, sort code 40:22:07, account no. 21004816. **Please use the reference FF with the name of your stall.** Please also confirm by email to office@glastonbury.gov.uk to let us know you have made payment by BACS.
- In the event of extreme weather conditions the Committee reserves the right to cancel the event for Health and Safety reason. There will be no refund.

Car parking is available at the following car parks

St Dunstans Car Park BA6 9EL (first come first served - 10.00/space/day)

Norbins Road – BA6 9JG

St John's – BA6 9LG

Northload Street Wells – BA6 9QJ

Silver Street – BA6 8BU

Butt Close – BA6 9HY