

**APPLICATION TO TRADE AT
GREAT YARMOUTH'S WINTER FESTIVAL 2018
SATURDAY 30 NOVEMBER – THURSDAY 23 DECEMBER 2018**

PLEASE COMPLETE AS MUCH OF THIS APPLICATION FORM AS YOU CAN FOR US TO ACCURATELY ASSESS YOUR APPLICATION.

PLEASE TYPE OR COMPLETE IN BLACK INK AND BLOCK CAPITALS.

STALLHOLDER DETAILS:

Business Name: _____

Trading Name: _____

(If the trading name at the Winter Festival is different from your business name)

Contact Name: _____

Postal address: _____

Post Code: _____

Email address: _____

Daytime telephone: _____

Mobile telephone: _____

Website address: www. _____

Contact Details to be used on our website:

Phone: Yes No

Email: Yes No

WHAT WILL YOU BE SELLING?

Product description: please describe what you would like to sell at the festival. Please give as much information as possible as this information will be used in our selection process and will reduce the possibility of duplications (attach additional pages and pictures where applicable).

Do you produce what you sell? _____

If the goods you plan on selling are imported, which country (or countries) do they originate from?

Approximate Price Range of your products: _____

What sort of customer are your products aimed at? _____

If your application is unsuccessful do you wish to go on a waiting list? Yes No

WEBSITE TRADER LIST

If your application is successful we will add you to our list of traders on our website. We therefore require from you, a brief description of the products you will be selling along with an image of your goods which should be emailed to ruth.cockill@great-yarmouth.gov.uk. Please ensure all images are of a high resolution and are in a jpeg format.

TRADING DATES

Please highlight your preferred choice of date/s you wish to attend the Christmas Festival. Rental is by 3 or 7 day periods.

Chalet	Fri 30 Nov to Sun 2 Dec	£135 + VAT	Fri 30 Nov to Thu 6 Dec	£190 + VAT
Gazebo	Fri 30 Nov to Sun 2 Dec	£95 + VAT	Fri 30 Nov to Thu 6 Dec	£130 + VAT
Chalet	Fri 7 Dec to Sun 9 Dec	£135 + VAT	Fri 7 Dec to Thu 13 Dec	£190 + VAT
Gazebo	Fri 7 Dec to Sun 9 Dec	£95 + VAT	Fri 7 Dec to Thu 13 Dec	£130 + VAT
Chalet	Fri 14 Dec to Sun 16 Dec	£135 + VAT	Fri 14 Dec to Thu 20 Dec	£190 + VAT
Gazebo	Fri 14 Dec to Sun 16 Dec	£95 + VAT	Fri 14 Dec to Thu 20 Dec	£130 + VAT
Chalet	Fri 21 Dec to Sun 23 Dec	£135 + VAT		
Gazebo	Fri 21 Dec to Sun 23 Dec	£95 + VAT		

Do you need electricity?

YES	NO
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Please indicate if you are you coming to trade specifically at one of our themed weekends?

CHRISTMAS FAYRE WEEKEND - Friday 30 November to Sunday 2 December 2018	ARTS AND CRAFTS WEEKEND – Friday 7 December to Sunday 9 December 2018.
MICRO BREWERIES WEEKEND – Friday 14 December to Sunday 16 December 2018.	FOOD FESTIVAL WEEKEND – Friday 21 December to Sunday 23 December 2018.

PAYMENT

Please indicate below how you wish to pay for your chalet/gazebo pitch.

If paying by cheque please make cheques payable to **Great Yarmouth Borough Council or GYBC**

No cheques will be banked until an offer from GYBC has been confirmed by the stallholders.

Payment by Credit/Debit Card: By signing this application form you agree to adhere to our payment schedule. Failure to adhere to this may result in re-allocation of your chalet, please see details in our Terms and Conditions.

Please tick/delete as appropriate:

I enclose a non-refundable deposit of £35	
I will pay my deposit by credit card/debit card	
I am applying for a catering stall and include all details of my registration with my local authority	
I am applying for a catering chalet and enclose my hygiene rating certificate	
I am applying to sell alcohol and enclose a copy of my personal premises licence	

DECLARATION AND UNDERTAKING

No application forms will be processed unless this form is signed.

I certify that to the best of my knowledge, the information supplied on the Application Form is true and accurate.

I have read the 2018 Great Yarmouth Winter Festival Terms and Conditions and General Information Document and agree, and undertake to comply, with all terms and conditions therein. In signing this application form I indemnify Great Yarmouth Borough Council and their staff against any claims, payments, costs or losses resulting from any failure on my part to comply with the said Terms and Conditions.

I give permission for my stallholder contact details to be stored on an electronic storage and retrieval system which will be created for the exclusive use of those involved in the organisation of the Great Yarmouth Winter Festival. It will not be used by any third party without prior consent.

I give permission for my stallholder contact details and product description, as indicated above, to be published on the Greater Yarmouth Christmas Festival website page.

I undertake to take out public liability insurance to the value of £5million.

I agree to pay the outstanding amount for the rental of my chalet/gazebo pitch and understand that the chalet/gazebo pitch may be reallocated if payment is not made by the due date.

Signature: _____

Date: _____

Completed forms and supporting documentation should be sent to:

Linda Curtis
Great Yarmouth Borough Council.
Property Services.
Great Yarmouth Town Hall.
Hall Plain.
Great Yarmouth .
NR30 2QF

Telephone Number: 01493 846136
Email: linda.curtis@great-yarmouth.gov.uk

Application forms must be returned with all relevant documents by Tuesday 28 August 2018