



FESTIVAL SATURDAY 23<sup>rd</sup> SUNDAY 24<sup>th</sup> July 2016



# STALL HOLDERS BOOKING FORM

<b>NAME</b> (Please use block caps)			
<b>ADDRESS</b>			
<b>CONTACT NUMBERS</b>			
<b>EMAIL</b>			
<b>COMPANY NAME</b>			
<b>VEHICLE REGISTRATION</b>			
<b>SIZE OF STALL</b> (in meters or cm please state)			
<b>TYPE OF STALL</b> (i.e. FOOD or FANCY GOODS)			
<b>TYPE OF GOODS</b> (Please list all items sold to allow us to place duplicated stalls away from each other)			
<b>COPIES OF RISK ATTACHED</b>	YES	NO	<b>COPIES OF PUBLIC LIABILITY ATTACHED</b> YES NO
<b>FOOD HYGENE CERTIFICATE</b>	REGISTRATION/ISSUE NUMBER:		
<b>LOCATION (Office)</b>			
<b>SIGNATURE DATE:</b> _____ (in signing this form you agree to abide by the rules and policies of Blackburn Canal Festival)			

## INSTRUCTIONS FOR STALL HOLDERS

1. A £20 deposit will secure your booking at the 2016 festival (payable to Blackburn Canal Festival) this will be banked and deducted from your contribution at the end of the festival or returned in the event of cancellation by the festival organisers.
2. There is no direct charge for your stall however we do ask for a minimum donation of 10% of your weekend takings, collected at the end of each day.
3. Stalls must be maintained in good condition throughout the Festival, if deemed unsafe the HSO may insist on their removal. Any costs incurred will be the responsibility of the stall holder.
4. The site is hard standing only, suitable weights need to be provided by yourselves to support gazebos.
5. Copies of all Risk Assessments and Public Liability certificates must be provided with the return of this booking form.
6. In event of bad weather the event maybe cancelled or shortened. You will be notified suitably.
7. No vehicles in courtyard except for Setting Up–Saturday 7.00am–8.30am and Close Down 5.00 – 6pm. Sunday 9am – 10am and close down 4pm – 5pm. Traders Car parking included.
8. All stall holders must abide by all rules and regulations of the festival at all times
9. The (HSO) or steering committee have the right to change or amend any of these rules/instructions at any time.

Please return to Festival Office, DAPA, The Wharf Studios, Eanam Wharf, Blackburn, BB1 5BY T: 01254 699221  
E: blackburncanalfest@dapa.info <http://blackburncanalfest.btck.co.uk/>