**LOUGHBOROUGH TOWN HALL AND MARKETS**

**APPLICATION FORM CHRISTMAS 2020**



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| SURNAME: |  |
| FORENAME(S): |  |
| PREFIX (i.e. Mr, Mrs, Ms, Mx, Mre) |  |
| FULL ADDRESS: (inc. postcode) |  |
| CONTACT TELEPHONE NUMBER: |  |
| EMAIL ADDRESS: |  |
| DATE OF BIRTH: |  | NI No.: |
| EMERGENCY CONTACT DETAILS: |  |
| NAME OF BUSINESS: |  |
| GOODS TO BE SOLD: |  |
| NAME OF OWNER (if different) |  |
| ADDRESS OF BUSINESS:(Inc. postcode) (if different) |  |
| DO YOU HAVE A WEBSITE? |  |
| DO YOU HAVE ANY SOCIAL MEDIA CHANNELS? |  |
| VEHICLE MAKE/MODEL:(Please note no parking on site, please use local car parking facilities) |  | REGISTRATION NO.: |
| HOW MANY GAZEBOS DO YOU REQUIRE WITH X2 6FT TABLES INSIDE? |  |
| HOW MANY 10FT STALLS DO YOU REQUIRE WITH BUILT IN TABLE AND CANOPY?  |  |
| **DO YOU REQUIRE ELECTRICITY? (We provide a maximum of 240v/16a or 110v/16a) = to a maximum of 32amp.**How many items of equipment do you plan to use? (Please list below?)(Please note that there is a limited supply) |
| **PLEASE ATTACH 3 PHOTOS OF YOUR ARTWORK/GOODS/PREVIOUS STALLS WITH YOUR APPLICATION AND SEND THEM TO** **SOCK@CHARNWOOD.GOV.UK****ALL STALLHOLDERS MUST HAVE PUBLIC LIABILITY INSURANCE FOR UPTO £5,000,000.****PAYMENT FOR YOUR STALL MUST BE PAID IN ADVANCE BY 15/11/2020. PAYMENT IS BY INVOICE.****No refunds will be given unless the markets are cancelled by Charnwood Borough Council.** |
| **DAYS REQUESTING TO ATTEND** **(tick response)** | **Sunday 29th Nov****Handmade Art &Craft Fair** |  | **Monday 30th Nov****Christmas Gifts & Food Markets** |  | **Tuesday 1st Dec****Christmas Gifts & Food Markets** |  | **Wednesday 2nd Dec Christmas****Gifts & Food Markets** |  |
| **The cost of 1 pitch (Gazebo/Stall) is £20****If you would like to attend for 3 days, the cost will be £50****If you would like to attend for 4 days, the cost will be £65** |  |  |  |  |  |  |  |  |

**Please Note: Payment for stalls will be by invoice only and must be paid by 15/11/2020 to attend. Unfortunately we cannot offer refunds once your booking has been completed, unless we cancel the markets for any reason.**

***By marking the box below, we hereby agree to the T&C’s of the Market Regulations and the COVID-19 T&Cs, copies provided. We also confirm that we have the relevant Public Liability Insurance in place (min £5m).***

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| **PLEASE MARK AN ‘X’ IN THE BOX TO AGREE TO THE ABOVE** |  | **DATE:** |

**Local Authority Registration** **(FOR FOOD TRADERS ONLY)**

**Please complete the form below. Please note, food traders must be registered with a Local Authority prior to trading.**

|  |  |
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| NAME OF LOCAL AUTHORITY YOU ARE REGISTERED WITH: |  |
| FOOD HYGIENE RATING SCHEME SCORE, FHRS: |  | (Minimum 3) | DATE AWARDED: |  |
| FOOD HYGIENE CERTIFICATE (tick) |  | NAME ON CERTIFICATE:  |  |
| ENVIRONMENTAL HEALTH OFFICER CHECKED AND GIVEN CLEARANCE: | Signed: (BLOCK CAPS) | Signature: | Date: |

**Data Protection**

For information about how and why we may process your personal data, your data protection rights or how to contact our Data Protection Officer,

please view our **Privacy Notice**