



# STALL HOLDERS

**PLEASE READ CAREFULLY**

All **Stall holders** wishing to sell at the D.H.P.A event must apply using the form below, **full details** must be given of the stand, the exhibits that will be displayed and goods sold. **No goods other than those stated** on this application form may be displayed or sold without prior approval by the D.H.P.A Committee. Space is limited and **Stall holders** are advised to make early application.

## YOUR PITCH, SETTING UP & WHAT TO BRING

Please note the event is outside and subject to the elements, your pitch is on a grass surface, no electricity is available and you will need to bring along your own tables, chairs, marquee/gazebos that you may require.

On arrival please park at the pavilion and request assistance to carry your goods across. The Stall Manager will advise where your pitch is and can help you with any questions. **PLEASE DO NOT DRIVE ON TO THE FIELD!**

Your stands need to be open for selling from 1.00pm through to 5.00pm.

## PAYMENT

**A booking fee of £10 is required with the booking form and 10% of your takings (minus the £10 booking fee), is required to be paid to the Stall Organiser at the end of the event!**

The payment of refunds, in respect to cancellation will be at the discretion of the D.H.P.A Committee.

No refunds will be given in respect of cancellations received less than 30 days prior to the date of the Event.

There will be no refunds if the event has to be cancelled on the day due to unforeseen weather conditions.

Its in the *Stall Holders* interest to arrange for their stands to be staffed throughout the length of the event.

The D.H.P.A. accept no responsibility for the security of your the stands, equipment, stock, cash or any other property of the *Stall Holder*. The D.H.P.A. accept no liability for loss or damage of any kind suffered by STALL HOLDERS while at our event.

The D.H.P.A. urge you to arrange your own insurance cover.



## STALL HOLDERS BOOKING FORM

PLEASE USE CAPITALS WHEN COMPLETING THIS FORM

<b>BUSINESS/ CHARITY NAME</b>	
<b>CONTACT NAME (S)</b>	
<b>CONTACT ADDRESS</b>	
<b>POSTCODE</b>	
<b>TELEPHONE NO.</b>	
<b>MOBILE NO.</b>	
<b>EMAIL ADDRESS</b>	
<b>DESCRIPTION OF GOODS ON SALE</b>	

**NOTE ON GOODS FOR SALE:** Please be clear on **ALL** the types of goods you are selling, it helps the D.H.P.A. in determining the number of stalls we accommodate within a product type. We try to avoid having to many duplicate stalls at our event. It is therefore in your interest to be clear and accurate.

I..... agree to the conditions for holding a stall at a D.H.P.A event on ...../...../.....

I enclose my £10.00 booking fee with this booking form.

Signature..... Date.....

**Cash and Cheques Accepted, Please make Cheques payable to the Ducklington & Hardwick Produce Association.**

**Please return completed form with Booking fee to**

**Terry Hunt, Eve Cottage, 23 Standlake Road, Ducklington, Oxon, OX29 7UR**

*(Nextdoor to The Bell Inn, Ducklington) Please do not send cash through the post!*