

LE MARCHÉ

Heathfield 2020

YOU ARE INVITED

To book a stall or a space at Le Marché, Heathfield on Bank Holiday Monday 31st August
2020

IMPORTANT INFORMATION FOR APPLICANTS

The market is open to the public between 9am and 3.30pm.

Stall allocation is on a first come first served basis. In the event of over-subscription payment will be refunded. **Build on last year's success!**

Avoid disappointment secure a place by completing and returning your application form as soon as possible – **no later than 31st July 2020** together with a payment to:

Roger Clark, Trade Stall Coordinator, Le Marché,
Jolan, Cross-in-Hand Road, Heathfield, East Sussex TN21 0UT
Telephone 01435 661121 Email: rogercclark50@gmail.com

Insurance: All stallholders must have Product and Public Liability Insurance and must abide by Environmental Health, Trading Standards and any other relevant regulations.

Bookings and payment (cheque or by BACS to 601030 account 73162248) will be acknowledged by email. Please note that payment is required to secure a booking.

An email will be sent shortly before 31st August with your STALL NUMBER and LOCATION and information concerning parking.

Stallholders are responsible for their own stall decoration and weather protection. We regret that any trader arriving after 8.30am will not gain access to the market.

All vehicles must be removed from the site by 8.30am

Traders need to complete setting up by 9.00am

REFUNDS: Refunds for cancellation will not be considered after 31st July 2020

STALL APPLICATION FORM

Producer details

Producer/Business Name:

.....

Address:

..... Post code: Contact name:

.....

Email: Mobile:

Type of produce/craft

.....

Please choose your requirements by ticking items below:

nb: *If you wish to pay for a covered stall or electricity, you must say so, otherwise you are simply booking an empty space.*

Area of the space and other requirements

Area of the space and other requirements	Number	Cost
Own gazebo or similar in a space 2m wide x 2m deep	[]	£35
Own gazebo or similar in a space 3m wide x 3m deep	[]	£65*
Covered stall with counter, erected for you in advance (2.4m wide x 2.4m deep)	[]	£65
Electricity supply	[]	£ 5

*If you would like a frontage wider than 3 metres then the cost increases in increments of £20 per metre. Thus a space 6m wide x 3m deep would cost £125.

NB We are a completely voluntary organisation, which does not seek to make a profit. We respectfully make the following request. If you know that you will use up more space than the stall frontage you have paid for this is unfair on others. So, if you actually need 4metres and not 3 you should pay £85 and not £65.

NNB Most stall holders will be putting up their stalls on a slight slope and should allow for this in their planning. A site visit prior to the day is recommended for newcomers.

If you would like to be in the same place as last year, please indicate here:

BUT we cannot guarantee the same position.

My details may be included in directories to publicise Le Marché: **Yes** , **No**

The organisers cannot guarantee that special requirements will be met, unless they are booked in advance.

I have Product and Liability Insurance (**Please attach copy!!!!!!!!!!!!**)

I enclose a cheque for £..... Signed

Or BACS to 601030 account 73162248

Name (**print**) Date

.....

Please complete and return this form together with your cheque made payable to Le Marché, please enclose copy of your insurance certificate and return promptly to:

Roger Clark, Trade Stall Coordinator, Le Marché, Jolan, Cross-in-Hand Road, Heathfield, East Sussex TN21 0UT