



**Saturday 2<sup>nd</sup> June 2018**



## **Stallholder Expression of Interest**

[sue@scottdawson.co.uk](mailto:sue@scottdawson.co.uk) - 07841 471900

 [www.twitter.com/AccringtonFood](https://www.twitter.com/AccringtonFood)

# Stallholder Application

Business name:	
Contact Name:	
Company Address	
Postcode	
Tel No	
Email	
Website	
Twitter	
Facebook	
Local Authority registered with	
Kitchen Food Hygiene Rating (food producers this is mandatory- nothing less than a 4 rating will be acceptable)	
Company Invoice Name (if different)	
Company Invoice Address and Postcode (if different)	
Main product description/s	
How long have you been trading?	Years                      Months
Awards won since 2011?	Product                      Award                      Year

Lancashire producer collaboration.  Please state from whom you buy your core ingredients.	
Are you interested in sponsoring the event in some way?	Yes <input type="checkbox"/> No <input type="checkbox"/>
ALL stands, set up is Saturday 2nd June by 8.00am in pre-designated area only.	

MUST BE RETURNED WITH RELEVANT DOCUMENTS

**FULL PAYMENT BY 15th MAY 2018 PAYABLE TO Scott Dawson Advertising Ltd  
THIS WILL SECURE YOUR PLACE AND IS NON-REFUNDABLE**

By submitting this form you are agreeing to the Festival's Terms & Conditions (below).

Stands open from 10.00am until 4.00pm

**STAND INFORMATION – YOU NEED TO PROVIDE YOUR OWN OUTDOOR TABLES/GAZEBO/COVER WITH APPROPRIATE WEIGHTS TO SECURE GAZEBO**

**STAND SPACE IS 3M X 3M WITH ONE OPEN SIDE ONLY. IF YOU REQUIRE A LARGER STAND AT AN EXTRA COST, PLEASE CALL 01282 426846 TO SPEAK TO SUE LAWSON**

**Full payment to be made by 15<sup>th</sup> May 2018, payable to Scott Dawson Advertising Ltd.**

Pitch Type	Please circle answer and enter information if required	Total
3m x 3m Pitch with electricity £173– see following sheet		£
Standard 3m x 3m pitch without electricity @ £128		£
<b>Size of area required</b> , including clearance (NB standard pitch is 3m x 3m, larger areas will incur additional costs) Each additional 1m required will be £40 extra. Eg. 4m x 3m is £40 extra, 4m x 4m is £80 extra <b>Size:</b> <b>m x</b> <b>m</b>		£

**Optional Extras**

Item	Qty	Plug Type	Individual Power Requirement	Total KW Needed
Deep Fat Fryer	1	16 amp Ceeform blue plug	2.2KW	2.2
Till	1	Standard 3 pin	100W	0.1
Oven	1	32 amp Ceeform blue plug	8KW	8.0
			<b>Total</b>	<b>10.3KW</b>
<b>Please list each item requiring electricity and its individual KW usage</b>				
Item	Qty	Plug Type	Individual Power Requirement	Total KW Needed
			<b>Total Power Requirements</b>	<b>KW</b>

Electricity Pricing Structure- please select your power requirements	Total Power Required	Costs	Total Costs
Up to 3KW		£45	
Up to 6KW		£80	
Up to 9KW		£100	
Up to 12KW		£120	
Up to 15KW		£150	
<b>Please note that electricity is vatable</b>		<b>Total cost + VAT</b>	<b>£</b>

You are required to supply:

- Risk Assessment for your stand (including fire if using fire, electric or gas)
- Public Liability Insurance - minimum cover of £5,000,000 and cover dates must be on your copy
- Kitchen Food Hygiene Rating – those with none, or fewer than a 4 rating will NOT be accepted
- Gas Safety Check – which will be sent to you nearer the time to bring to the event
- [PAT tested equipment checklist/certificate/labels](#) click here to see why we ask for this to be done.

**Alcohol, by permission only. You will require a [TENS licence from HBC Licensing](#) which is your responsibility.**

## Declaration by Exhibitor:

This is my/our contract for stands and other requirements at Accrington Food Festival 2018 and I accept that its completion does not itself constitute acceptance by the organiser. If the organisers notify me that my/our contract for space is accepted, a contract will be formed between me/us and the organisers, in which event I/we agree to be bound by the exhibitor Terms & Conditions outlined by Accrington Food Festival (which I have read and understood) which form part of this agreement. In particular, I fully understand and accept the terms and conditions dealing with postponement, cancellation, deposits are non- refundable etc. and dealing with the apportionment of liability.

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **PAYMENT**

All payments should be made payable to Scott Dawson Advertising Ltd or via BACS: Sort code 05 03 53 / Account No. 23506574

### **SEND BY 15th MAY 2018:**

- **FULL PAYMENT**
- **STAND RISK ASSESSMENT – see attached sheet**
- **PUBLIC LIABILITY INSURANCE CERTIFICATE COPY**
- **FOOD HYGIENE SCHEME KITCHEN RATING – complete box only**

Send to:

Sue Lawson  
Scott Dawson Advertising Ltd  
Dawson Court  
Billington Road  
Burnley  
BB11 5BW

VIA EMAIL with PDFs of your paperwork to [sue@scottdawson.co.uk](mailto:sue@scottdawson.co.uk)

Exhibitor Questions/Queries: Sue, Festival Coordinator: 07841 471900