



# Stallholders Application Form for the 2024 Hawkshead Christmas Fair

**Saturday 7<sup>th</sup> & Sunday 8<sup>th</sup> December  
10am - 4pm**

*Thank you for your interest in the 2024 Hawkshead Christmas Fair.  
To apply for your stall, please complete and return this Application Form and the  
attached Risk Assessment form with proof of Public Liability Insurance, and email  
to: [hello@hawksheadchristmasfair.co.uk](mailto:hello@hawksheadchristmasfair.co.uk)*

## Pricing is for the full weekend (2 days):

Outdoor Stall (3m x 3m) Craft or Packaged Food & Drink etc. £100

Providing your own stand, tables & chairs. A gazebo or cover is also required.  
Additional space will be charged pro rata

Small Outdoor Stall (3m x 3m) Takeaway Food &/ Drink £125

Providing your own stand, tables & chairs. A gazebo or cover is also required.  
Additional space will be charged pro rata

Large Outdoor Stall (6m x 6m) Takeaway Food & Drink £245

Providing your own stand, tables & chairs. A gazebo or cover is also required.  
Additional space will be charged pro rata

Indoor Craft or Local Produce Stall £100

*Very limited availability. Please enquire.*

*Once notified, successful applicants are kindly asked to make payment in full, by  
bank transfer, and on receipt of this your stall details will be confirmed to you,  
thank you.*

Barclays Bank

Sort Code: 20-18-93

Account No: 03322181

Account Name: Hawkshead Christmas Fair

Reference: Please use 'your trading name'



# Stallholder Application Form for the 2024 Hawkshead Christmas Fair

Saturday 7<sup>th</sup> & Sunday 8<sup>th</sup> December, from 10am till 4pm

Name:

Trading name/business:

Contact mobile number:

Email Address:

Type of stall e.g. craft, packaged food & drink, takeaway:

List of produce sold:

Size of stall:

Cost of stall: £

I have read and agree to the Terms & Conditions as outlined below:

YES / NO

***Thank you for completing the application, please email it with your Risk Assessment and proof of Public Liability Insurance to: [hello@hawksheadchristmasfair.co.uk](mailto:hello@hawksheadchristmasfair.co.uk)***

***We shall endeavour to reply as soon as possible, and successful applicants are kindly asked to make payment in full, by bank transfer, and on receipt of this your stall details will be confirmed to you, thank you.***

## Please Note the Terms & Conditions:

- Exhibitors are reminded to ensure they are fully conversant with and comply with all current Health and Safety regulations, particularly with respect to equipment and public safety. The Risk Assessment Form provided with the application for entry to the market must be completed and signed by the exhibitor and returned with the booking form
- **RESPONSIBILITY OF EXHIBITORS** The Exhibitor will indemnify Hawkshead Fair Committee in respect of all actions causes claims losses proceedings or costs incurred claimed or arising out of the use by the Exhibitor at the Fair or by his/her agents contractors employees licensees or other persons being present at his/her request or with his/her concurrence for the purposes of the Fair and the Exhibitor shall similarly be liable for all plant equipment vehicles stands goods or other things of whatever kind or nature brought into the village for whatever purposes and the Exhibitor shall be liable similarly for any matter arising out of the exhibition handling or housing of such exhibits and the conduct of the exhibitor's stand generally. Acceptance of this foregoing provision and the foregoing provisions generally shall be a condition precedent of entry
- **EXHIBITORS WILL BE HELD RESPONSIBLE FOR ALL FIRE AND ACCIDENTAL DAMAGE CAUSED BY THEM, THEIR SERVANTS OR AGENTS, AND THEREFORE EXHIBITORS SHOULD INSURE NOT ONLY AS REGARDS THEIR OWN PROPERTY, BUT ALSO AGAINST THIRD PARTY CLAIMS, FOR BOTH FIRE AND ACCIDENTAL DAMAGE**
- Trade Stands and the location will be issued on the discretion of the organisers
- All stalls must be paid for in full with the completed booking form and risk assessment form at the time of booking. Full confirmation and receipt will then be issued. There will be no refunds given after payment has been made
- All Outdoor Stall Holders must provide their own shelter and stand, including any tables and chairs. A standard pitch is 3m x 3m. Larger stands by prior arrangement only
- All stands need to be set up and ready to commence sales by 10.am on the Saturday and Sunday, with all vehicles away from the centre of the village by 9.30am. Limited stallholder parking will be available in the compound, clearly marked, in the main car park by the 'Hawkshead shop'. All trade stands must be open and manned throughout the time of the market. All stalls must be dismantled at the end of each day and all rubbish removed.
- All stallholders will be responsible for clearing their own rubbish and leaving the pitch tidy and clear, or otherwise be charged
- The village will be closed to all traffic throughout the day (except for emergencies)
- The event will officially finish at 4pm on both days, traders must not dismantle stalls until that time
- All payments are non-refundable and non-transferable. Please be aware that in the event of the market being cancelled for reasons beyond our control or the failure of trade stands to attend, there will be no refunds or transfers made.