

BRUNSWICK FESTIVAL 2019 - STALL BOOKING REQUEST FORM

The Brunswick Festival – 38th Edition Saturday 17th & Sunday 18th August

BRUNSWICK SQUARE PITCH FEES:

Table pitch - fits 1 x regular 6ft paste table or equivalent rail etc.
£15 per day (charities/community groups)
£20 per day (non-commercial individuals – e.g. household bric-a-brac / hand made arts & crafts)
£50 per day (commercial business/shops/regular market traders)

Gazebo Pitch – fits 3m x 3m gazebo

£30 per day (charities/community groups)
£40 per day (non-commercial individuals - e.g. household bric-a-brac/ hand made arts & crafts)
£100 per day (commercial business/shops/ regular market traders)

Main Catering Area Pitch

£100 per day small scale community group caterer (3m x 3m gazebo)
£150 per day small scale commercial caterer (3m x 3m gazebo)
£200 per day large scale caterer – with trailers or larger gazebos.

(Stall holders wishing to sell FOODSTUFFS MUST clear this with the organisers prior to booking and must have appropriate food safety certification). **NO SALE OF ALCOHOL ALLOWED.**

IMPORTANT! PLEASE NOTE:

SENDING PAYMENT WITH THIS FORM CONSTITUTES A BOOKING REQUEST AND DOES NOT GUARANTEE THE BOOKING.

WE WILL LET YOU KNOW WITHIN 2 WEEKS OF RECEIVING YOUR PAYMENT AND COMPLETED BOOKING FORM **IF WE CANNOT ACCOMMODATE YOUR REQUEST FOR A SPECIFIC DAY OR TYPE OF PITCH, AND WILL REFUND ANY BOOKING FEES IN FULL OR PART.**

ALL PITCHES ARE PRE- ALLOCATED. CONFIRMATION OF YOUR PITCH POSITION AND REFERENCE NUMBER WILL BE SENT OUT DURING THE WEEK BEFORE THE EVENT – PLEASE BE PATIENT WE HAVE A LOT OF FORMS TO DEAL WITH.

GAZEBO SPACES ARE LIMITED TO A MAXIMUM OF 30 AND WILL BE ALLOCATED ON A FIRST COME, FIRST SERVE BASIS.

IF YOU BOOK A TABLE SIZED PITCH, PLEASE KEEP WITHIN YOUR ALLOCATED SPACE (6FT FRONTAGE AND APPROX. 4 FT DEEP). IF YOU SPILL OUT ONTO THE WALKWAYS, WE WILL ASK YOU TO MOVE. A TABLE SPACE IS INTENDED TO FIT ONE TABLE.

DUE TO THE OVERWHELMING POPULARITY OF THIS EVENT AND THE INCREASING NUMBERS OF PEOPLE WANTING TO TAKE PART, ALL STALL SPACES MUST BE PRE-BOOKED. WE DO NOT ALLOW PEOPLE TO TURN UP AND PAY ON THE DAY.

PRIORITY WILL BE GIVEN TO LOCAL RESIDENTS AND CHARITIES OR COMMUNITY GROUPS. BOOKINGS FROM COMMERCIAL TRADERS WILL ONLY BE CONSIDERED FROM 15TH MAY ONWARDS.

THE ORGANISERS RESERVE THE RIGHT TO CHARGE THE COMMERCIAL RATE TO ANY STALL HOLDERS WHO BOOK AT CHARITY/NON COMMERCIAL RATES WHO THEY DEEM TO BE COMMERCIAL TRADERS ON THE DAY.

UNLESS SPECIFICALLY AGREED IN ADVANCE WITH THE ORGANISERS, **THERE IS ABSOLUTELY NO VEHICLE ACCESS OR PARKING ON SITE.** ALL STALL HOLDERS MUST ENTER VIA THE PEDESTRIAN GATEWAYS.

SEE THE FOLLOWING LINK FOR PUBLIC PARKING INFORMATION:

[HTTP://WWW.BRIGHTON-HOVE.GOV.UK/CONTENT/PARKING-AND-TRAVEL/PARKING/CAR-PARKS](http://www.brighton-hove.gov.uk/content/parking-and-travel/parking/car-parks)

STALL HOLDERS WITH DISABLED ACCESS NEEDS PLEASE CONTACT THE ORGANISERS IN ADVANCE TO MAKE ARRANGEMENTS.

THE FESTIVAL ACTIVITIES AND STAGE ENTERTAINMENT PROGRAMME ARE SCHEDULED TO RUN BETWEEN 12.00PM AND 8PM. STALL HOLDERS WILL BE ABLE TO SET UP THEIR STALLS FROM 10.00AM ONWARDS, **BUT NOT BEFORE THIS TIME.**

STALL HOLDERS NEED TO PROVIDE THEIR OWN GAZEBOS, TABLES, CHAIRS ETC..
THERE WILL BE NO REFUND SHOULD THE FESTIVAL BE CANCELLED DUE TO INCLEMENT WEATHER.

PLEASE NOTE: **BRUNSWICK SQUARE IS A DOG FREE ZONE,** SO WE REQUEST THAT YOU DO NOT BRING YOUR DOGS TO THE FESTIVAL. THANK YOU FOR YOUR COOPERATION.

RURAL DAY STALLS – if you would like to be considered for a stall on Sunday 11th August in St. Anne's Well Gardens (charity , arts & crafts, green awareness, eco-friendly, rural themed stalls, home bakes, fruit & veg etc.) please contact us before sending your application.

RURAL DAY PITCH FEES (3mx3m gazebo sized space)

- £10.00 charity stalls
- £15.00 individuals/crafts
- £20.00 small local business

To book a pitch, please complete the form below and return by 10th August. Please include an S.A.E. if you require confirmation of your booking by post.

Contact: Veronica Stephens – Festival Coordinator Email: brunswickfestival@hotmail.com

Check our website for programme updates and information on stall availability

www.brunswickfestival.org.uk



BRUNSWICK Festival 2019 – stall booking form

Name/Organisation:

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Address:

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Post Code:.....

Telephone: Email:

Type of Goods:

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Cheques payable to: Brunswick Festival Group, 37b Brunswick Place, Hove BN3 1ND

Paypal : brunswickfestival@hotmail.com - all paypal fees must be paid by the booker, please send payment as a gift. I enclose cash/cheque for:

Charity/ Community Group Table

£15.00 one day Sat Sun

£30.00 both days

Charity / Community Group Gazebo

£30.00 one day Sat Sun

£60.00 both days

Non- Commercial individual Table

£20.00 one day Sat Sun

£40.00 both days

Non- Commercial individual Gazebo

£40.00 one day Sat Sun

£80.00 both days

Commercial /Market Trader Table

£50.00 one day Sat Sun

£100.00 both days

Commercial /Market Trader Gazebo

£100.00 one day Sat Sun

£200.00 both days

Main Catering Area Community Group

£100.00 one day Sat Sun

£200.00 both days

Main Catering Area Commercial

£150.00 one day Sat Sun

£300.00 both days

Main Catering Area Commercial LARGE

£200.00 one day Sat Sun

£400.00 both days

Rural Day (11th August)

£10.00 charity

£15.00 individuals/crafts

£20.00 small local business

£POA commercial / Market Traders