



In partnership with



BRIGHTON AND HOVE
HERITAGE COMMISSION
Registered Charity 1193686

BRUNSWICK FESTIVAL 2024 - STALL BOOKING FORM

Saturday 17th & Sunday 18th August 2024

Table pitch - fits 1 x regular 6ft trestle type table or equivalent rail, rug etc.

£20 per day (charities/local community groups)

£30 per day (non-commercial individuals – (e.g. 2nd hand books, clothes, toys/ household bric-a-brac / handmade arts & crafts)

£60 per day (commercial businesses/shops/market traders)

Gazebo Pitch – fits 3m x 3m gazebo

£50 per day (charities, non-commercial individuals)

£120 per day (commercial business/shops/regular market traders)

Catering Area Pitch

£200 per day small scale commercial caterer (3m x 3m gazebo)

£250 per day large scale caterer – (e.g. with vans, trailers, tables and chairs or larger gazebos etc. (max 3m x 6m)

(Stall holders wishing to sell FOODSTUFFS MUST clear this with the organisers prior to booking and must have appropriate food safety certification. Please note, we do not provide water or electricity). **SALE OF ALCOHOL IS NOT ALLOWED.**

IMPORTANT! PLEASE NOTE:

- All pitches are pre- allocated. Gazebo spaces are limited and will be allocated on a first come, first serve basis. **Confirmation of your pitch position and reference number will be sent out during the week before the festival** – please be patient we have a lot of forms to deal with.
- We will let you know within 1 week of receiving your payment and completed booking form **if we are unable to** accommodate your request for a specific day or type of pitch and will refund any booking fees in full.
- 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 30th June 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.
- 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 or equivalent (rail or rug etc.). Stall holders must provide their own gazebos, rails, tables, chairs etc..We only provide the pitch space.
- 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. Side gates will be closed from 11.30am until 8pm.
- See the following link for public parking information: <http://www.brighton-hove.gov.uk/content/parking-and-travel/parking/car-parks>
- We encourage people to attend the festival on foot or using sustainable, public transport wherever possible. Check the Council's Journey On site: <https://www.brighton-hove.gov.uk/content/parking-and-travel/journeyon>
- 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 Saturday – 6pm Sunday. Stall holders will be able to set up their stalls from 9.30am onwards, **but not before this time.**
- There will be no refund should the festival be cancelled/curtailed due to inclement weather or if the booker decides to cancel.
- **Please note: Brunswick Square is a dog free zone. We request that you respect this local bylaw and do not bring your dog to the festival. People who bring their dogs will not be allowed entry. Thank you for your cooperation.**

BRUNSWICK FESTIVAL 2024 – stall booking form

Please complete the form below and return by 10th August.

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

Address: 37b Brunswick Place, Hove, BN3 1ND

Check our Facebook page and website for programme updates and information on stall availability

www.brunswickfestival.org.uk

Name/Organisation:

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Address:

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Post Code:.....

Telephone: **Email:**

Type of organisation/goods/food to be sold :

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PAYMENT METHODS:

BANK TRANSFER:

Account name: Brunswick Festival Group

Account: 00545079

Sort: 30-98-74

IMPORTANT - PLEASE EMAIL PROOF OF PAYMENT (A SCAN OF YOUR BANK TRANSFER CONFIRMATION) WITH YOUR COMPLETED BOOKING FORM

PAYPAL : brunswickfestival@hotmail.com - FRIENDS/FAMILY PAYMENT ONLY. ALL PAYPAL FEES MUST BE PAID BY THE BOOKER

CASH in envelope to 37b (basement) Brunswick Place, Hove , BN3 1ND

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

I enclose payment for:

Charity/ Community Group Table

£20.00 one day Sat Sun

£40.00 both days

Non- Commercial/ individual Table

£30.00 one day Sat Sun

£60.00 both days

Non- Commercial individual Gazebo

£50.00 one day Sat Sun

£100.00 both days

Commercial /Market Trader Table

£60.00 one day Sat Sun

£120.00 both days

Commercial /Market Trader Gazebo

£120.00 one day Sat Sun

£240.00 both days

Catering Area Commercial SMALL

£200.00 one day Sat Sun

£400.00 both days

Catering Area Commercial LARGE

£250.00 one day Sat Sun

£500.00 both days