

CHALFONT ST GILES SHOW – APPLICATION FOR A STALL

DATE: SATURDAY 2nd SEPTEMBER 2023

Venue: Stone Meadow, Chalfont St Giles HP8 4QF

Section A – Your Contact Information

N. B. FOOD AND DRINK

If you wish to sell food or drink at this year's Show, please **DO NOT** fill in this form but contact us on traders2023@csgshow.org, as there is a different procedure for allocating these stalls.

PLEASE USE ADOBE FILL AND SIGN APP TO COMPLETE THIS FORM AND EMAIL IT TO traders2023@csgshow.org

Name of Business, Organisation or Individual	
Address	
Contact Name	
Contact details (email and phone number(s))	

Section B – Your Stall

About Your Stall (NOT for inclusion on the website/in the programme) - please list all types of items you are intending to sell/give away from your stall. You will not be allowed to sell/give away items not included here.	
Description of stall for inclusion on the website &/or in the Programme <i>N.B. Must be received by 1st August 2023 to be included on the website and in the Show Programme. Applications received after this date will NOT be included in the Programme but may be placed on our website.</i>	MAXIMUM 16 WORDS ONLY – YOUR DESCRIPTION WILL BE CHANGED IF YOU USE MORE THAN 16 WORDS
Two only of website address, email address, business telephone number or mobile number, Facebook, Instagram etc	1. 2.

Section C – Your Pitch

IF PAID BOOKING IS <u>RECEIVED BY 1ST AUGUST 2023</u> , COSTS ARE AS FOLLOWS: Please tick one option: <input type="checkbox"/> Standard Outdoor Pitch 4m x4m £45.00 <input type="checkbox"/> Special Pitch Price by negotiation	£						
IF PAID BOOKING IS <u>RECEIVED AFTER 1ST AUGUST 2023</u> , COSTS ARE AS FOLLOWS: <input type="checkbox"/> Standard Outdoor Pitch 4m x4m £60.00 <input type="checkbox"/> Special Pitch Price by negotiation							
NO BOOKINGS WILL BE ACCEPTED AFTER 23rd AUGUST 2023.							
N.B. the pitch fee includes the space for your stall and ONE adult show entry wristband only : as wristbands must be worn by everyone on the showground on Show Day, please order any additional wristbands for those adults helping you. Please order wristbands for any 5–17-year-olds accompanying you on Show Day, so that the appropriate number of wristband(s) can be issued to you on your arrival (prices will be higher on the day).	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> Number of additional adult wristbands @ £8.00 each </td> <td style="width: 50px; text-align: center;"> <input type="text"/> </td> <td style="text-align: center;">£</td> </tr> <tr> <td style="padding: 5px;"> Number of wristbands for 5–17-year-olds @ £4.00 each </td> <td style="text-align: center;"> <input type="text"/> </td> <td style="text-align: center;">£</td> </tr> </table>	Number of additional adult wristbands @ £8.00 each	<input type="text"/>	£	Number of wristbands for 5–17-year-olds @ £4.00 each	<input type="text"/>	£
Number of additional adult wristbands @ £8.00 each	<input type="text"/>	£					
Number of wristbands for 5–17-year-olds @ £4.00 each	<input type="text"/>	£					
TOTAL	£						

Section D – Your Payment

Tick one of the following boxes

I have paid electronically on

Electronic payment may be made using the following details:

Account Name: Chalfont St Giles Show

Sort Code: 20-02-06

Account Number: 30256919

For payee's reference, please use "CSGStall" followed by the name (or abbreviation of the name) of your organisation

I enclose a cheque made payable to "Chalfont St Giles Show"

If you require a receipt, please tick box

If you require an invoice before payment can be made, please give details below:

Name and address:

Section E – Your Public Liability Insurance

In order to attend the Chalfont St Giles Show as a trader, you **MUST** have Public, Product and Employers Liability Insurance, as appropriate, covering the date of our Show, a copy of which must accompany this application.

N.B., WE REGRET THAT YOUR APPLICATION FOR A PITCH WILL BE REFUSED UNLESS A COPY OF YOUR INSURANCE HAS BEEN RECEIVED.

For Office Use Only

Section F – Other Requirements

Please note that ALL outdoor stalls will be open on two sides

Any other requirements regarding your stall?
e.g. disabled access; position etc. Whilst we will do our best to meet your requirements, we **CANNOT GIVE ANY GUARANTEE** that all/any of these will be met.

Section G – Next Steps

BEFORE SIGNING THE FORM, please tick the box to indicate that you have read & accept our booking conditions, which can be found on our website www.csqshow.org/stalls. **FAILURE TO DO SO WILL INVALIDATE THE APPLICATION.**

SIGNATURE

DATE

If emailing this form, you can use the Adobe Fill & Sign app to fill in this form

When you have completed this form, please email to traders2023@csqshow.org or post it to:

CSG Show, Flexmore House, Hill Farm Lane, CHALFONT ST GILES, Buckinghamshire, HP8 4NT

(N.B. Mailed applications **MUST BE RECEIVED BEFORE 23rd August 2023**)

Please remember to include a copy of your **PUBLIC, PRODUCT AND EMPLOYER LIABILITY INSURANCE** and **PAYMENT** as appropriate.

WHAT HAPPENS NEXT?

We will acknowledge receipt of your application as soon as possible and inform you if you have been allocated a pitch. Before the Show, we will send you "joining instructions" with details about the arrangements for Show Day. Our normal method of communication will be by email. Please bear in mind however that the committee members are all volunteers and so communications may sometimes take a little time!

**WE LOOK FORWARD TO WELCOMING YOU TO OUR SHOW ON
SATURDAY 2nd SEPTEMBER 2023**