

CHALFONT ST GILES SHOW – APPLICATION FOR A STALL
DATE: SATURDAY 1st SEPTEMBER 2018
Venue: Stone and Silsden Meadows, Chalfont St Giles HP8 4QF

Section A – Your Contact Information

We will use the following information to contact you prior to the Show

Your name	
Your email address	
Your address	
Your phone number(s)	Post Code:

Section B – Your Stall

Name of business, organisation or individual		
About Your Stall (NOT for inclusion on the website/in the programme) - please list all types of items you are intending to sell from your stall. You will not be allowed to sell items not included here.		
Description of stall for inclusion on the website &/or in the Programme N.B. Must be received by 1st August 2018 to be included on the website/in the Programme	Maximum 10 words only	
Two only of website address, email address, business telephone number or mobile number	1.	2.

Section C – Your Pitch

<p>IF PAID BOOKING IS <u>RECEIVED BY</u> 1ST AUGUST 2018, COSTS ARE AS FOLLOWS: Please tick one option:</p> <p> <input type="checkbox"/> Standard Outdoor Pitch 4mx4m - £45.00 <input type="checkbox"/> Standard Indoor Pitch 3mx2m - £55.00 <input type="checkbox"/> Special Pitch (size/price by negotiation) </p> <p>IF PAID BOOKING IS <u>RECEIVED AFTER</u> 1ST AUGUST 2018, COSTS ARE AS FOLLOWS:</p> <p> <input type="checkbox"/> Standard Outdoor Pitch 4mx4m - £50.00 <input type="checkbox"/> Standard Indoor Pitch 3mx2m - £60.00 <input type="checkbox"/> Special Pitch (size/price by negotiation) </p> <p>NO BOOKINGS WILL BE ACCEPTED AFTER 25TH AUGUST 2018.</p> <p>Please note that the pitch fee includes the space for your stall and ONE adult show entry wristband <u>only</u>: for the standard outdoor pitch, you will need to bring your own gazebo with weights or pegs, tables, chairs etc.: for the standard indoor pitch, you will need to bring your own tables, chairs etc.</p> <p>N.B. The pitch fees shown above are for stalls <u>not</u> selling food or drink: for Food and Drink Stalls please see below.</p>	£
<p>Do you need more than one person to man your stall? The <u>first person only</u> is free; extra wristbands for additional people may be bought at the time of booking at the special trader's price of £5.00 each.</p> <p>If you are bringing your child/children (5-17 years) with you please email us in advance on traders2018@csqshow.org to arrange for the purchase of wristband(s) for them.</p>	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Number of additional wristbands @ £5.00 each is <input style="width: 40px;" type="text"/> </div> <p align="center">£</p>
<p>FOOD AND DRINK If you wish to sell food or drink at this year's Show, you <u>must</u> contact us on traders2018@csqshow.org before completing this form, as special rates are in operation this year</p>	
TOTAL COST IS:	£

Section D – Your Payment

Tick one of the following boxes

I enclose a cheque made payable to “Chalfont St Giles Show”

I have paid electronically on

/ /2018

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

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

Name and address:

If you require a receipt please tick box

Section E – Your Public Liability Insurance

In order to attend the Chalfont St Giles Show as a trader, you **MUST** have Public Liability Insurance 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

For outdoor stalls only – from how many sides do you want your stall to be open – one, two or no preference?

Please tick one box: One side Two sides No preference

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.

Are you in agreement with us retaining your contact information on this form for future reference?

If so, please tick here OR if you do not wish us to retain your contact information please cross here

(N.B. In the latter case we will erase your details and will not be able to invite you to be a stallholder the following year)

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 traders2018@csqshow.org or post it to:

CSG Show, Mead Croft, London Road, CHALFONT ST GILES, Buckinghamshire, HP8 4NJ

Please remember to include a copy of your PUBLIC 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. On or before 28th August, we will send you “joining instructions” with details about the arrangements for the 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 1st SEPTEMBER.