

City of Wolverhampton

Christmas Market

Friday 14<sup>th</sup> to Sunday 16<sup>th</sup> December 2018

Dudley Street & Queens Square



## STANDARD STALL APPLICATION FORM

**NO CATERING, HOT FOOD OR HOT DRINK ALLOWED IN THIS CATEGORY**

Good quality general goods e.g. Art, craft, gifts, unique & unusual items, food products to take away / for home consumption ONLY e.g. cheese, artisan, deli, sweets, cakes, fresh produce. **No Catering** Alcohol sellers if accepted in this category (e.g. gift packs) **MUST** apply for a TEN.

### Applicant Details

Contact Name(s)	
Organisation Name / Trading Name	
Address	
Postcode	
Telephone	
Mobile	
Email Address	
Website	
Please provide full details of the product type you will sell from your stall <small>Please list all products you intend to sell, products not declared may be removed at the event</small>	

### Standard Stall Price and Power Supply Options

CHARGE PER STALL (INC VAT)	£240	
DEPOSIT REQUIRED	£40	
POWER SUPPLY	16 amp £100	32 amp £150

You can apply to bring your own (Minimum 3 metres) stall for all areas. Photos are essential.

### Please Complete (Circle)

QUANTITY OF STALLS      1                      2                      3                      4                      5

POWER REQUEST            16amp            32amp            None

Power cannot be added to your application at a later date.

COUNTER REQUEST        Yes                No

A counter will be supplied if not specified otherwise and cannot be removed.

### Further Information

Did you trade with us at the City of Wolverhampton Victorian Christmas Market in 2017?

YES NO (Please Circle)

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**I have enclosed a copy of my public liability insurance**

Minimum £5 million / Applications cannot be processed without this

YES NO (Please Circle)

If your insurance expires before the date of the event an updated copy will need to be sent to [customerservice@lsdpromotions.com](mailto:customerservice@lsdpromotions.com) before the event takes place. Please state clearly on your email the name your application is under and which event it relates to.

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**I have enclosed recent photographs of my products / unit**

We do not require these if you traded with us at the City of Wolverhampton Victorian Christmas Market 2017

YES NO (Please Circle)

### Payment

**My deposit payment has been retained by LSD Promotions from last year?**

YES NO (Please Circle)

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**I enclose a deposit payment of £40 PER STALL**

Payments can be made by cheque or card

**Cheques are made payable to LSD PROMOTIONS (MARKETPLACE) LTD**

Post-dated cheques will not be accepted.

Applications will **NOT** be accepted without deposit payment.

**PAYMENTS CAN BE MADE BY CHEQUE OR BY CREDIT/DEBIT CARD**

NAME ON CARD \_\_\_\_\_ CARD TYPE \_\_\_\_\_

CARD NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ CVV \_\_\_\_\_

EXPIRY \_\_\_\_\_ / \_\_\_\_\_ START \_\_\_\_\_ / \_\_\_\_\_

I authorise £\_\_\_\_\_ to be deducted from my card

Or I have enclosed a cheque of £\_\_\_\_\_

Please return completed form and deposit payment to City of Wolverhampton Victorian Christmas Market, Ground Floor Offices, Stamford Mews, Enville Estate, Stourbridge, DY7 5HD

Or if you are paying by card you can email your completed application form to [customerservice@lsdpromotions.com](mailto:customerservice@lsdpromotions.com)

**Full payment of £\_\_\_\_\_ must be received by Friday 9<sup>th</sup> November 2018**

## Agreement

I understand the Standard Stall terms of this application form and agree to be bound by them. I appreciate that I am working at an outdoor event which may be subject to unpredictable inclement UK weather and if the event is cancelled as a result, I clearly understand that there will be no refund due to me or compensation paid to me due to loss of earnings.

I understand that I am welcome to apply with my own stall/unit (minimum of 3 metre frontage). The formula for this is the total area price divided by 3 multiplied by metre frontage of your stall/unit. Photographs of your stall/unit must be submitted with your application.

I understand that I must have public liability insurance and that any injury, damage or loss to me or my staff, stock, vehicle or property whilst on the market site, is my own responsibility, and that by applying for a trading position I indemnify LSD Promotions against any claims or damages which may arise as a result of my own decision to trade at this event.

I understand that being granted a stall, regardless of the location allocated to me, will not guarantee that I will have a high level of sales and that I and my staff must take responsibility for display, the quality of the goods I sell, and my attitude towards customers, the event organiser & market staff, and fellow stall holders at all times.

I understand and accept that any staff member representing my stall must wear full Victorian dress at all times. Failure to comply with this rule will result in the loss of my deposit and my stall shut down.

LSD Promotions are responsible in the removal of 1 full bin liner of rubbish per stall per day and I understand and accept that there will be a charge incurred if this is exceeded.

I understand that this is an application at this stage and I will be notified in writing by LSD Promotions as to whether I have been accepted to trade at this event. If LSD Promotions cannot accept my application, my deposit payment will be refunded.

I understand by cancelling my application after 31<sup>st</sup> August 2018 will result in the loss of my deposit payment.

I understand and accept that full payment must be made by Friday 9<sup>th</sup> November 2018 and not making payment by this date will result in the loss of my pitch offer and loss of deposit payment.

Deposits will be refunded in January 2019 to all traders who adhered to the terms and conditions of this event or can be retained by LSD Promotions for a guaranteed pitch offer at the City of Wolverhampton Victorian Christmas Market 2019. Deposits will be retained by LSD Promotions for those who break the terms and conditions. I also understand that the deposit payment made today is not a part payment towards the final balance due by 09/11/2018.

**By signing below, I fully agree to the terms as stated above. I also agree to the City of Wolverhampton Victorian Christmas Fayre terms and conditions available to download from our website. <http://lsdpromotions.com/wolverhamptonmarkets/wolvo-victorian-market/>**

**Please **DO NOT** sign the agreement below until you read the terms and conditions available online as stated above.**

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

DATE \_\_\_\_\_