



St Richard's Canal Festival 2019

Vines Park, Droitwich

Saturday 4th May - Monday 6th May, 10am - 5pm

ACTIVITY BOOKING FORM



CONTACT DETAILS		Contact details on event website if different.
Name of Activity/Charity/Community Group		
Contact		
Address		
Telephone Number Mobile/Landline		
Email		
Products		
Public Liability Insurance (Please provide a copy)	I hold my own Public Liability Insurance which is valid during the date of the event.	YES / NO
Health and Safety: 1. Will you be doing any cooking on the stall/selling temperature controlled food and/or drink? 2. Do you perceive any H&S risks?	Yes / No Yes / No	If YES, please submit a risk assessment
Do you have any specific access needs to set up your stand e.g. size of vehicle, trailer	Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, please submit details on a separate sheet of paper	

ACTIVITY BOOKING FOR VINES PARK								
Item	Day	Location – number required				Electricity		Total
		Premium		Other		Cost	Tick	
		Cost	No.	Cost	No.			
Pitch Only Prices are based on a 3x3m pitch (larger pitches are available) <i>Please indicate pitch size*</i>	3 Days	£65		£40		£30		
	Saturday	£40		£30		£10		
	Sunday	£25		£15		£10		
	Monday	£25		£15		£10		
Table in marquee (per day)	Sat/Sun/Mon	State which day/days:		£20		£10		

***If you require a larger pitch then a higher charge will apply e.g. a 4.5m frontage increases charge by 50%; 6m frontage will be charged as 2 pitches. There is a discount on Stall Charges of 10% for 2 days. There is no discount on electricity. You must supply your own gazebo/stall/equipment. Tables can be made available for marquee bookings.**

Would you like to advertise in programme and/or website? Tick all boxes which apply.									
Full Page 89mm W x 200mm H		1/2 Page 89mm W x 97.5mm H		1/3 Page 89mm W x 63.5mm H		Website Advert		Website Listing	
£100		£50		£25		£20		£10	

ELECTRICITY REQUIREMENTS (if applicable) See General Terms & Conditions of Booking	
All electrical items you wish to use on your stand must be listed below	Wattage
Item	

PAYMENT	
Payment is due in full as soon as possible to secure your stall/space/advertising. All payments must reach us by 31st March 2019.	
Payment by cheque	Please make cheques payable to: 'Worcester-Birmingham & Droitwich Canals Society'
Payment by BACS	Account: The Worcester Birmingham & Droitwich Canals Society Bank: Lloyds Bank PLC Account No: 00061476 Sort Code: 30-96-97 <i>(Please use the reference 'ABF2019' for your payment along with the name of your business)</i>

AGREEMENT	
<i>GDPR policy statement details are in the terms & conditions. I have read and understood the St. Richard's Canal Festival 2019 general terms & conditions and agree to be bound by them.</i>	
Signature:	
Print Name:	

FINAL CHECKLIST & BOOKING		TICK BOXES
Booking Form		
Public Liability Insurance Certificate		
Payment	Cheque Enclosed	
	BACS	
Risk Assessment (if applicable)		
Advert – sent in electronic format to email address below		
Enhanced website – sent in electronic format to email address below (contact details, product descriptions, logo, 1 image and link to own website)		
Please send to us by 31st March 2019	David Wheeler 13 Harvington Road, Broom Park, Bromsgrove, B60 2BA Email: chairman@wbdc.org.uk	