St. Richard’s Canal Festival 2025

Vines Park, Droitwich, WR9 8LB.

**Saturday 2nd May – Monday 5th May, 10am - 5pm**

# CHARITY/COMMUNITY BOOKING FORM

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| YOUR DETAILS | | | | | | **Details for Event**  **Website *if different*** |
| Name of Charity/Community Group |  | | | | |  |
| **Contact** |  | | | | |
| **Address** |  | | | | |
|  | | | **Postcode:** |  |
| **Telephone** | **Home**: |  | | **Mobile:** |  |
| **Email** |  | | | | |
| **What are you doing on**  **your stall?** |  | | | | | |
| **Food/Drink Stalls:**  **State which local authority you are registered with** | | |  | | | |
| **Public Liability Insurance**  ***(Please enclose a copy)*** | I hold my own Public Liability Insurance, which is valid during the date of the event  Any Comments: | | | | | |
| 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?** | ***If YES, please submit a risk assessment***  Yes No  Yes No | | | | | |
| **Do you have any specific access needs to set up your stand e.g. size of vehicle, trailer?** | Yes No  ***If YES, please submit details*** | | | | | |

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| CHARITY/COMMUNITY BOOKING FOR VINES PARK | | | | | | | | |
| Item | **Day** | **Location – number required** | | | | **Electricity** | |  |
| **Premium** | | Other | |  | | **Total** |
| Cost | **No.** | **Cost** | **No.** | **Cost** | **Tick** |  |
| **Pitch Only**  Prices are based on a 3x3m pitch (larger pitches  are available)  *Please indicate*  *pitch size\** | 3 Days | £90 |  | £60 |  | £15 |  |  |
| Saturday | £50 |  | £40 |  | £5 |  |  |
| Sunday | £60 |  | £40 |  | £5 |  |  |
| Monday | £40 |  | £30 |  | £5 |  |  |

\*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.

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| 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  89 W x 97.5 H | | 1/3 Page  89mm W x 63.5mm H | | Website Advert | | Website Listing | |
| £50 |  | £30 |  | £15 |  | £10 |  | £8 |  |

Please state your Charity Number:

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| **ELECTRICITY REQUIREMENTS (if applicable)**  ***See Exhibitor General Terms and Condition of Booking note 14*** | |
| All electrical items you wish to use on your stand must be listed below | |
| **Item** | **Wattage** |
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| PAYMENT | |
| Payment is due in full as soon as possible to secure your stall/space/advertising.  **All payments must reach us by 31st March 2025** | |
| **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: 00061476 Sort Code: 30-96-97  *Please use the reference ‘SRCF 2025’*  *along with your full trading name* |

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| **AGREEMENT** | |
| *GDPR policy statement details are in the terms & conditions.*  *I have read and understood the St. Richard’s Canal Festival 2025 general terms & conditions*  *and agree to be bound by them.* | |
| **SIGNATURE:** |  |
| **PRINT NAME:** |  |

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| **FINAL CHECKLIST & BOOKING** | | **TICK BOXES** |
| Booking Form | |  |
| Public Liability Insurance Certificate | |  |
| Payment | Cheque Enclosed |  |
| BACS |  |
| Risk Assessment (if applicable) | |  |
| Advert: Please send in pdf or high-resolution jpg format to the email address below | |  |
| Website – Please send in pdf or high-resolution jpg format to the email address below  (contact details, product description, logo, image and address of your own website) | |  |
| Please send your application by **31st March 2025** to:  St Richards Bookings (CC2025)  3 Corbyn Mount, Underhill Road,  Torquay, TQ2 6QU  For any further information please email: [strichardsinfo@wbdcs.org.uk](mailto:strichardsinfo@wbdcs.org.uk)  or visit www.strichardsfestival.co.uk | | |

**strichardsfestival.co.uk ¦ wbdcs.org.uk ¦ Facebook: @srcfdroitwich**