



## Traders Application

Contact Name:	
Trade Name:	
Address:	
Post Code:	
Telephone Number:	
Mobile Number:	
Email:	Website:

### Trading Rules

- Please arrive on site by 8.00am 31st August/1st September 2019.. Please let us know when you plan to arrive.
- Stalls must be packed down and off site by 6.00pm.
- There will be no parking next to the stall. Directions on parking will be sent.
- Please bring your own tables
- Sorry we cannot accept late arrivals to the site on the day.
- Please send copies of the required documents before the event (see checklist below).
- If using gas all units must include appropriate storage of cylinders in line with UK legislation.
- Your pre booked pitch will be allocated to you. We endeavour to allocate the best possible space for you so please understand this is not negotiable.
- Petrol generators are not permitted on site at any time.
- We do not accept responsibility or liability for any lost or stolen goods.
- Please ensure you keep your stock under lock and key or out of sight whilst not attended.

### Stalls

3m x 3m Gazebos can be provided. Please tick the box if you would like one

Type	Price		Please indicate which day/ days	
			Saturday	Sunday
Retail/Craft	1 Day £25.00	Both days £40.00		
Food	Applications for food concessions invited - Price to be negotiated			

### Type of products or crafts sold (or supply separately)

### Required Documents

You must confirm that you hold original copies of all the relevant documents listed below.

Refunds will not be given.

### RETAIL/CRAFT STALL

Risk Assessment (inc set up, trading, break down, if relevant)	
DBS Enhanced Disclosures (if relevant)	

### CATERING

Risk Assessment (inc set up, trading, break down)	
Fire Risk Assessment (if required)	
Fire Retardancy Certificates (if required)	
Electrical PAT test certificate (if required)	
Local Authority Food Hygiene Inspection Report (if required)	
HACCP (food traders)	
Gas Safety Certification (if required)	
Staff Food Hygiene Certificates (food traders)	
Public Liability Insurance	

### Please send applications forms and payment to:

Bosfest  
8 Winchester Road,  
Burnham on Sea  
Somerset  
TA8 1HY.

### Preferred payment method

All cheques to be made payable to: Bosfest