

BRAUNSTONE TOWN COUNCIL'S
THROPE ASTLEY EASTER CRAFT FAIR 30TH March 2024
11.00am – 2.00pm

BOOKING FORM

FULL NAME:

ADDRESS:

_____ **POSTCODE** _____

TELEPHONE NUMBER:

EMAIL:

CHARITY/ORGANISATION (If applicable)

GOODS TO BE SOLD:

PLEASE ONLY BRING GOODS TO SELL WHICH ARE LISTED.

IS POWER POINT REQUIRED? (Please tick) ☐

NUMBER OF TABLES REQUIRED? _____

PAYMENT ENCLOSED £
(£12 Per table)

Cheques made payable to: Braunstone Town Council

Can we pass your contact details on to customers who are interested in your products?

YES ☐ NO ☐

DATA PROTECTION: By applying for a stall at the Thorpe Astley Craft Fair you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed _____ Dated _____

For further help and advice please contact the Communications and Events Officer on 0116 2899270 or
Scarlett.Myers@braunstonetowncouncil.org.uk.

CLOSING DATE FOR BOOKING FORMS: Wednesday 28th February 2024

FOR OFFICE USE:

Receipt Number: _____

Booking Form & Payment received on: _____

Now Fully Booked:



BRAUNSTONE TOWN COUNCIL's Thorpe Astley Easter Craft Fair

SATURDAY 30TH March 2024

11:00AM – 2:00PM

BOOKING INFORMATION

Thank you for your interest in holding a stall at Braunstone Town Councils, Thorpe Astley Easter Craft Fair! To apply to be a stall holder please complete the attached form and return with your payment to the Civic Centre Reception / Customer Service Team. Please note that your table booking will not be confirmed without payment and booking form and no tables can be reserved without complete booking. The tables are 6ft by 2.5ft and cost £12 each.

The Craft Fair will take place throughout Thorpe Astley Community Centre. Booking of tables is on a **first come first served basis** and no table can be booked without payment.

Due to the nature of the event, we may receive bookings for tables that are selling similar items, for example, cards and jewellery are very popular. To avoid having too many stalls selling the same goods we **may have** to limit the number of stalls selling similar products if we find it is necessary. **When completing your booking form please indicate exactly what goods you are selling.** To be fair to all stall holders please **DO NOT** bring items to sell that are not indicated on your form. **Under no circumstances can we guarantee that you will be the only stall holder selling your type of product, goods or franchise item but we will do our best to monitor this during planning.**

Power points are in short supply so if you do require power for your goods, please indicate this on the booking form. Allocation of tables with a power point are, again, on a first come, first served basis and cannot be guaranteed.

All Stallholders are responsible for and must comply with all Health & Safety and Licensing restrictions. If necessary, stallholders must take out their own insurance. Please Do Not bring additional display shelves or cases unless they fit behind or below your table. You may put whatever you like on your table though, of course.

Stallholders may set up from 9:30am. Please do not arrive before then as the Centre will not be open.

Light refreshments will be available on the day to purchase.