



## Guidance for prospective stall holders - 2017

Thank you for applying to run a stall at the Little Comberton Street Market on Saturday 27<sup>th</sup> May 2017. Set out below is some basic advice to help you to run your stall safely and in the interest of fairness to all stall-holders.

**PLEASE NOTE THE TIMINGS - the Street market will be open from 2-5 pm. You are welcome to set up from 12.00 am, but the road will be closed to all vehicles from 1.00 pm until 5.00 pm, so you will need to remove your vehicle at 1.00 pm**

### ***Stall costs:***

- Single pitch (stall holder provides own table): £20.00 (Early bird price of £18 for bookings before 1<sup>st</sup> January 2017)
- Single pitch plus table: £30.00
- £5 discount for non-commercial traders living within the parishes of Elmley Castle, Bricklehampton, Great and Little Comberton.

**Bookings will not be confirmed until payment and a photocopy of your Public Liability Insurance certificate (where appropriate) have been received. Please make cheques out to LCS & SC.**

### ***Running your stall:***

- A copy of your Public Liability Insurance certificate is required (where appropriate) to reserve your pitch, and for those selling food products a copy of the Product Liability Insurance is also needed.
- You are expected to provide all you need to run your own stall, including your own food and drink.
- The organisers, while willing to be courteous, are not responsible for your stall, the setting up of your stall, or any items needed to run your stall (unless any particular needs are agreed and pre-booked in advance). The organisers are not responsible for any liability for your stall or the items on it.
- **The Street Market does not officially open until 2pm on the day.** We have had issues in the past with people entering the market before it is officially opened and unfortunately this behaviour has been innocently encouraged by stall holders selling before the market opens. This has subsequently led to complaints from other visitors who have entered the market at the appropriate time. In order to address this, the committee requests that stall holders do not commence selling **until 2 pm** and politely ask any potential customers to wait until after such time to make their purchases. **If you are concerned about turning customers away please bring a sheet to cover your goods until 2 pm.**
- A table for a stall is not to exceed 2 metres in length unless having first received agreement from the organisers on account of the particular nature of the stall or any exceptional circumstances. If you wish to bring your own gazebo, you are welcome to do so, but we would appreciate it if the gazebo is no wider than your table.

