

HALSTOCK VILLAGE FETE - Saturday 31 August 2024, 12.30 – 5pm  
Halstock Village Hall, Leigh Lane, Halstock BA22 9SH

**Stall Request Form**

Name: ..... Business name: .....

Address: .....Postcode:.....

Tel. No: ..... e-mail: .....

Type of Business/ Items sold, exhibited or demonstrated on stall:.....

**NB: only one of the same kind of business can be accepted – so booking is on a ‘first come first served’ basis. Book early to avoid disappointment!**

**INSURANCE:** Give details of **Public Liability insurance** held to cover you at the event:

Name of Insurer: .....

Policy Expiry Date ..... Limit of Liability (minimum £5,000,000): .....

Please provide a copy of the **Certificate of Insurance** confirming above. If you do not have insurance, you may join our policy for a one-off premium of £13 if the insurer agrees to cover you. The request and payment must be received by the closing date noted. Payment on the day will not be accepted and you will not be able to take part.

*If you need to drive onto the field to unload/park, please confirm that you hold a current **Certificate of Motor Insurance with public liability cover (valid for the day of the fete)**. By signing this form, you are confirming that you have the relevant insurances. **PLEASE NOTE: There may be some limited parking for stallholders behind their pitches, but this cannot be guaranteed***

**n.b. If you wish to take payments with a card reader, the signal in the field has been tested and has worked well, but because of our rural location it cannot be guaranteed. You should therefore be prepared to take cash on the day.**

**STALLHOLDER REQUIREMENTS (please tick)**

Please provide all that you will need for your stall eg table, chair, gazebo, etc. A limited number of tables may be available on a first come first served basis.

Standard pitch 3x3m<sup>2</sup> fee £10  Large pitch 6x6m<sup>2</sup> fee £20  Table required fee £3   
(subject to availability)

Fete insurance fee £13  Total: £ ..... If you are bringing a gazebo, what is the approximate size? .....

**PAYMENT (non refundable)**

**Payment by BACS to:** Halstock Sports and Social Club  
HSBC Bank, Yeovil  
Sort Code: 40 47 28  
Account No. 71339621 for £.....

**BACS payments please return this form (and your PL insurance certificate) to Claire Leech 9 Meredith Close, Halstock BA22 9SA or scan and email to [halstockfete24@yahoo.com](mailto:halstockfete24@yahoo.com)**

**Payment by cheque** £ ..... to **Halstock Sports & Social Club**

**Please return cheques with this form (and your PL insurance certificate) to Claire Leech 9 Meredith Close, Halstock BA22 9SA Enquiries to Claire – 07833 220560**

Signed..... Date .....

## HALSTOCK VILLAGE FETE - Saturday 31 August 2024, 12.30 – 5pm

**Conditions of entry. Entering the Fete ground will be taken as acceptance of these conditions.**

1. The owners and drivers of vehicles admitted onto the field to unload/load (or park, if given permission in advance), must be covered by a current insurance policy. All vehicles driven are required to be road legal (MOT'd and taxed). All drivers must have a valid and appropriate driving licence for the vehicle.
2. Please observe the 5mph speed limit at all times. Please be aware of children and animals.
3. All vehicle engines must be switched off whilst stationary.
4. No open flames (camping stoves, fires or disposable BBQs) are permitted on the site.
5. Owners and drivers are responsible for any loss or damage to their own vehicles, personal effects and items for sale.
6. Vehicles must enter the site by the designated entrance, to the right of the Halstock village hall car park.
7. **THE FETE OPENS AT 12.30** but we ask traders to be in place between 10.30 and 12.00. **PLEASE DO NOT MOVE/LEAVE UNTIL 5PM AS THERE ARE CHILDREN AND ANIMALS MOVING AROUND. If movement of a vehicle is essential before 5.00pm please contact a Fete Official.**
8. All traders must obey the instructions of the Fete Officials, not endanger or inconvenience any persons or animals on any part of the Fete site or behave inappropriately. Failure to follow these rules will necessitate removal from the Fete ground.

**The organisers reserve the right to make any changes or modifications as may be necessary.**

**DISCLAIMER: Halstock Village Fete Committee and Halstock Sports & Social Club accept no liability for injury, loss or damage to personal property associated with this event.**