

Forest Showcase Sunday 7th October 2018
ARTS & CRAFTS Stand Booking Form



Contact details

Contact Name	
Company Name	
Company Address	
Tel:	
Email	
Website	

Your produce and company details will appear in the festival programme and website
 Please give us a sentence to promote and describe your product

Please list the products you wish to sell: (use a separate sheet if necessary)

Please confirm that you are happy for us to use images of you and your produce for promotional purposes	Y / N
Are you willing to donate items for the competition prizes	Y / N
FREE DEMONSTRATING SPACE –We may provide a demonstration space at no extra charge for stallholders who are willing to demonstrate their craft/product throughout the day. Would you like to demonstrate? If so what? Please tell us here..	Y / N
Advertising in Free programme – If you would like further information please indicate here Costs range from £25 to £150. 5000 copies printed and distributed.	Y / N

Requirements

Options	Quantity	Total Price
Single pitch outside (own gazebo) £50		
Inside arts & crafts tent (table provided) £50		

Additional		
6' Trestle Table £10		
Chair requirements £5		

Electrical cable and sockets – All electrical equipment must be PAT tested.

Please detail your electrical requirements here; no electrical supply will be available on the day unless booked prior to the event.

NOTE: *The use of multi way adaptors will not be permitted.*

Usage:	Price:	Equipment to be connected	Qty	Total Price
13 Amp	£30 per 13amp supply.			

GRAND TOTAL £	Payment enclosed Paid by Bacs
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Data Protection Act 1998

The information provided by you on this form will be held on the Forest Showcase's database in order to process your application.

Your Declaration

I confirm that all electrical equipment used at the festival, including any extension leads will have a current PAT certificate. The total power consumption of appliances attached to single or multiple outlet extension leads will not exceed the capacity of the extension lead.

- I wish to reserve space at The Forest Showcase 2018 as indicated.
- I enclose/Bacsc payment in full
- I will / will not (please delete) be utilising fuels other than electricity (State which e.g. bottled gas)
- I have read the terms and conditions and agree to abide by them.

Signed

Date

Print name

Company

Exhibitors: your payment

We require full payment by cheque when submitting your booking form, cheque payable to – Forest Showcase.

Or BACS payment: Nat West Bank
Sort code: 60-24-77
Account: 20191006

Please quote your trading name as reference and advise us of payment by email

This is returnable depending on acceptance into the event.

Please return your completed forms and payment in full to:

**FOREST SHOWCASE
P O Box 4
COLEFORD
GLOS
GL16 8YH**

FOREST SHOWCASE 2018 RISK ASSESSMENT FORM

(Compulsory)

Please complete the risk assessment form below, and return with your booking form.
(Please complete in black capitals)

Name of responsible person: _____

Company Name: _____

Contact Number: _____ Product _____

Please circle all items applicable to your stall:

LPG on site Highly flammable liquids Hot surfaces Food preparation

Generator Electrical equipment Working at height Dry combustibles

Trade Stand Risk Assessment

Hazard	Persons/Group at risk	Measures in place to reduce the hazard or risks

Please enclose copies of the following:

Enclosed

Y/N Public Liability (and Product Liability Insurance if required)

Y/N Portable appliance Test

Signature of responsible person: _____