

**LINGFIELD DAY 2021**

**CHRISTMAS STALLS – BOOKING FORM**

**SATURDAY 4TH DECEMBER (15:00 – 19:00)**

NAME (Business): (Owner):

ADDRESS: TEL:

E-MAIL: WEBSITE:

TRADING CATEGORY:

GOODS (examples):

DONATION OFFERED (suggested minimum £25 per 3m space): £\_\_\_\_\_\_\_\_

PUBLIC LIABILITY INSURANCE REQUIRED (please select from the following):

1. (non hot-food stalls at £10) £\_\_\_\_\_\_\_\_
2. (hot-food stalls at £32) £\_\_\_\_\_\_\_\_
3. (I have my own Public Liability Insurance and attach a copy of the certificate)

Total payment: £\_\_\_\_\_\_\_\_

PREFERRED LOCATION: please tick (subject to amendment and availability)

High Street \_\_\_Community Centre \_\_\_Victoria Sports & Social Club \_\_\_

**Terms & Conditions:**

* The event organiser is Lingfield Chamber of Commerce
* Lingfield Chamber of Commerce accepts no liability whatsoever for any:
  + actual or perceived damage or loss to any stall holder, goods or their equipment during the event, or
  + actual or consequential loss in the event of cancellation. Stallholders will be notified in advance, if possible.
* All stallholders must be in the designated location and set up by 15:00. Access will be available from 13:30.
* All stallholders are discouraged from leaving the event before 19:00. Access will be available until 20:00.
* Traders’ licences will be paid by the organisers, however for compliance a list of High Street traders must be provided to Tandridge District Council (via the Chamber) prior to 4th November 2020.
* No payment is demanded from local businesses, however donations are gratefully received to cover our costs. A guideline price is minimum £25 per table. Receipt will be e-mailed.
* Evidence of Public Liability Insurance will be required at time of booking.

To reserve a space or for further information, please email:

[lingfieldevents@gmail.com](mailto:lingfieldevents@gmail.com) or [charlie\_pilkington@hotmail.com](mailto:charlie_pilkington@hotmail.com)

**Donation Payment Online:**

Account – Lingfield Chamber of Commerce Christmas Lights Fund

Sort Code: 20-23-97 Account Number: 93905993