



Vendor & Stall Holder Application

Saturday 22nd June 2019 / 11am - 11pm
Old Elizabethans Memorial Playing Fields
Gypsy Corner, Mays Lane, Barnet EN5 2AG



Terms & Conditions

Summer Soulstice is responsible for the organisation of the event & stall holders have agreed to take licence to occupy the pitch on the terms & conditions set out in this agreement.

1) Stalls holders are expected to trade within the main arena designated by the organisers of Summer Soulstice 2019 (the event). Arrival & departure during the event is not accepted & you are expected to trade throughout the duration between 11am-11pm on Saturday 22nd June 2019 (the day of event). Unfortunately, we cannot accommodate stalls for less than the full duration of the event.

2) Stall holders are granted site access from 2.00pm on Friday 21st June 2019 unless prior approval has been given & must be set up by 8.00pm.

3) Stock/valuable equipment should not be left overnight & must be brought on site by 9.00 am on the day of event (gates will be open from 7.30am).

4) All traders will be permitted to leave site after 11.30pm on the day of event unless otherwise agreed by prior arrangement. No vehicle access/egress will be permitted into the event between 9.00am and 11.30pm.

5) Vehicles are not permitted to park in the main arena on the day of event unless they are an integral part of the stall. All vehicles must be removed immediately upon loading/unloading & parked in the designated car parking area for crew and vendors.

6) Stalls must be manned by responsible persons at all times and remain open during the day of event.

7) Building out beyond the limitations of the allocated stall area will not be permitted without prior agreement with the event organisers.

8) The event organisers will supply power if needed at a daily rate of £100 (this incl. VAT) which will be added to the pitch fee. Due to the event's insurance, stall holders cannot supply their own generators or allowed to bring any on to the event site.

9) You will be sited on a grass surface and you need to provide your own gazebo/cover and furniture. Water cannot be connected directly to your pitch, though a nearby (free) supply is available for all vendors who need to use it. Please use only the water you need.

10) The playing of music from your stall is not permitted during entirety of the event.

11) For safety reasons, glass or bottles cannot be served from your pitch. We are also working hard to reduce the amount of single use plastic that is used at the event. Anything you can do to help us meet our ultimate aim, will be gratefully appreciated.

12) Food sellers must provide written allergen information that complies with current legislation, and must be on display at your stall at all times on the day of event.

13) If the event is cancelled for any reason, Summer Soulstice Ltd. will refund any fee paid in advance. We will not be responsible for any consequential eg: loss of earnings etc, due to the cancellation. Any stall holders who cancel their booking less than 28 days prior to the day of event, will forfeit all fees paid. Stall holders that cancel prior to this will be offered a refund less a £100 cancellation fee. Summer Soulstice Ltd. reserves the right to re-let any cancelled pitches.

14) All litter left around your unit must be cleared by the end of the event. Rubbish that cannot be disposed can be taken to a rubbish area at the site with prior agreement with the event organisers. Please be aware that this may incur an agreed additional charge to the vendor.

15) The stall holder shall conduct the sale of the products in a proper, efficient & courteous manner & must at all times conduct the sales in a manner satisfactory to the event organisers & Old Elizabethans (the venue).

16) It is essential you provide copies of all valid, up-to-date and relevant business documents, certificates and insurances with your application.

Signed:

Date:

Application Form

This box for office use only
Stall No Allocated:

Please complete & return along with your full payment by 5/4/19.

Email: office@summersoulstice.co.uk

Post: Summer Soulstice Ltd., 47 High Street, Barnet EN5 5UW

Company Name _____

Contact Name _____

Additional Names (2 max) _____

Address _____

Post Code _____ Tel No. _____

Email _____ Mobile _____

Website/Social Media _____

Details of goods for sale (please include photos) _____

Each pitch comprises of 4m width x 3m depth,
if you require more please specify here.

Need power? If yes, tick box
(additional cost of £100 incl. VAT)

Will you require water for your stall?
(currently no charge) If yes, tick box

Are you a charity? If yes, tick box Charity Number

Pitch prices (all incl. VAT @ 20%)

A) **General Food Vendor: £495**

B) **Cocktails/Alcohol Vendor: £750**

C) **Crafts/Merchandise/Artisan Food: £275**

D) **Charity/Concession: £150**

Payment details: Summer Soulstice Ltd. / Lloyds / 30-96-26 / 34719660

Cheques are made payable to Summer Soulstice Ltd.

Paypal: summersoulstice3@gmail.com (please note that 3% must be added to total with this payment method)

If you're unsuccessful in your application, a full refund will be made within 14 days of notice.

Office use only

Date received:	EHO:	Payment:
Copy Insurance:	Signed T&C:	Photo Merch:
Receipt Name:	Receipt Phone:	Receipt Email: