



Trader & Stall Holder Application

Saturday 25th June 2022 / 11am - 11pm
Old Elizabethans Memorial Playing Fields
Gypsy Corner, Mays Lane, Barnet EN5 2AG



Terms & Conditions

Summer Soulstice Ltd. is responsible for the organisation of the festival & all traders/stall holders must agree to take licence to occupy the pitch on the terms & conditions set out in this agreement.

1) A trader or stall holder (you) are expected to trade within the main arena designated by the festival organisers of Summer Soulstice 2022 (the festival). Arrival & departure during the event is not acceptable & you are expected to trade throughout the event's duration between 11am-11pm on Saturday 25th June 2022 (the day of festival). Unfortunately, we cannot accommodate trading/stall holding for less than the full duration of the event.

2) You will be granted site access from 2.00pm on Friday 24th June 2022 to set up unless prior alternative approval has been given & must be finished by 8.00pm on that day.

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

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

5) Your Vehicle(s) will not be permitted to park in the main arena on the day of the festival unless an integral part of the pitch/stall. Your vehicle(s) must be removed immediately upon loading/unloading & parked in the designated car parking area for crew and traders.

6) Your trader pitch/stall must be manned by responsible persons in your team at all times and remain open during the day of festival. Up to 4 persons are allowed to work in your team at the festival. If more are needed, please let us know with your application and give details of their roles & reasons why so that the event organisers can decide.

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

8) The festival 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, you cannot supply

your own generators or are allowed to bring any onto the event site. Solar/battery lighting is permitted.

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 traders 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 festival.

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 festival. Anything you can do to help us meet our ultimate aim, will be gratefully appreciated.

12) If you are a food trader, you must provide written allergen information that complies with current legislation, and must be displayed at all times on the day of festival.

13) If the festival 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. If you cancel your booking 28 or less before the day of festival, you will forfeit all fees paid. If you cancel 29 days or more before the day of event, you 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 pitch must be cleared by the end of the festival. Any waste you create during the festival can be taken to an area at the site with prior agreement with the festival organisers. Please be aware that this may incur an agreed additional charge to the you. Please be aware we cannot accept all trader's waste on the day.

15) You shall conduct the sales demo your pitch in a proper, efficient & courteous manner & must at all times conduct them in a manner satisfactory to the festival organisers & Old Elizabethans (the venue). Please remember Summer Soulstice is a family friendly, charity fundraiser, so please be nice to everyone & keep smiling.

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

Signed:

Date:



Application Form

This box for office use only:

Please complete & return by midnight, Monday 28th February 2022.

Email to: office@summersoulstice.co.uk

Post to: Summer Soulstice Ltd., c/o 169 High Street, Barnet EN5 5SU

Trader/Company Name _____

Contact Name _____ Staff Name 1 _____

Staff Name 2 _____ Staff Name 3 _____

Address _____

Post Code _____ Tel No. _____

Email _____ Mobile _____

Website/Social Media _____

Details of goods for sale (please include photos) _____

Each pitch is 4m wide x 4m deep, 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

- A) **General Food Vendor: £500***
- B) **Cocktails/Alcohol Vendor: £800***
- C) **Crafts/Merchandise/Artisan Food: £250***
- D) **Charity/Concession: £150***

All pitch prices include VAT @ 20% Payment details: Summer Soulstice Ltd. / 30-96-26 / 34719660

Cheques are made payable to Summer Soulstice Ltd.

Paypal: summersoulstice3@gmail.com - note 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: