

PENKRIDGE CHILDREN'S MARKET

SUNDAY 1st October 2017

10am – 3pm at Penkridge Market, ST19 5AS

Interested in booking a pitch?

Please read the following information on how to book

1) Pricing

Nearly New/Pre-loved Sellers - £10 per pitch*

Parents/families, not businesses, selling second hand children's clothes, toys and equipment & maternity/nursing clothing.

Information Trade Stands - £15 per pitch*

Groups/clubs/organisations providing information about their services rather than selling physical goods at the event

Business Traders - £20 per pitch*

Businesses including market traders and craft stalls selling items designed for children

Charity Stalls - £10 per pitch*

Stalls run by registered charities only

*(a pitch is approximately 3m wide if you require a space wider than 3m then please book multiple pitches to accommodate your needs)

2) Pitch Allocation

Pitches will be allocated on a **FIRST COME FIRST SERVED BASIS**. If you wish to stand in a particular location please let us know and we will do our best to accommodate you.

Multiple pitches can be booked, please refer to the attached booking form.

3) Tables & Equipment

We **DO NOT** provide tables or chairs – **PLEASE BRING YOUR OWN TABLES***

We do however have a limited number of tables available which can be hired for the event at a charge of £2 per table. If you wish to hire tables please state the number required and ensure you pay the correct fee. These will be allocated on a first come first served basis.

4) Electricity

Electricity is available for some indoor stalls only and must be requested in advance as we cannot get power to all pitches and your location will be allocated accordingly.

No kettles or heaters will be allowed so that the electricity is not over loaded.

Outdoor stalls must use their own power sources (i.e. generators)

5) Setting Up

The market area is accessible for setting up from 7am until 9.30am when ALL vehicles must be removed to the parking area.

6) Packing Up

Stalls must not close or leave before 3pm

All rubbish must be taken home with you

7) Insurance

All Business Traders must have their own Public Liability Insurance.

Please send your completed Booking Form together with your remittance to the above address **Before Friday 8th September 2017**. Your Pitch number and directions will be sent to you at least 2 weeks prior to the event. If you include an email address on your booking form confirmation of receipt, pitch number etc. will be emailed to you. We look forward to seeing you on the 1st October and we hope you have a very successful day.

Yours sincerely

Kate Kingsley
Partner
Penkridge Markets

Penkrige Market

PENKRIDGE CHILDREN'S MARKET

SUNDAY 1st OCTOBER 2017 - BOOKING FORM

Please complete and return before Friday 8th September 2017

Name	<input type="text"/>
Organisation (if applicable)	<input type="text"/>
Address	<input type="text"/>
Telephone	<input type="text"/>
E-Mail Address	<input type="text"/>

Brief Description of Stall goods/business type:-

		Number of pitches required*	Total Cost
Pre-Loved Sellers & Charity Stalls	£10 per pitch	<input type="text"/>	<input type="text"/>
Information Trade Stands	£15 per pitch	<input type="text"/>	<input type="text"/>
Business Traders	£20 per pitch	<input type="text"/>	<input type="text"/>

**A pitch means an area approximately 3m wide, if your stall is wider than 3m please book multiple pitches to suit your requirements please call us on 01785 714221 if you have any queries*

Some pitches have access to electricity, please make sure you tell us if it will be required.

Electricity Required	Yes <input type="checkbox"/>	Please state any other pitch requirements** <input type="text"/>
	No <input type="checkbox"/>	

Tables and Chairs are NOT provided. If you require a table these can be booked at a charge of £2/table
We only have a limited number so these will be allocated on a first come first served basis

Table Required at a charge of £2/table	Number of Tables Required	Total Cost
	<input type="text"/>	<input type="text"/>

Payment Method: Cash or Cheque		Please return your completed form, together with payment to: Penkrige Markets Clovelly Pinfold Lane Penkrige
Cash Enclosed	<input type="text"/>	
Cheque Enclosed:		
	Cheque No. <input type="text"/>	
	Amount <input type="text"/>	

Please make Cheques payable to Penkrige Markets

**we will do our best to accommodate your requirements but make no guarantees